



Tuesday, February 20, 2018

6:30 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 January 9, 2018 Closed Session	
b. Proposed or pending acquisition or disposition of land -Harriston	
c. Personal matters about an identifiable individual, including municipal or local board employees	
4. Motion to Convene into Open Session	
5. Minutes of Previous Meeting	
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7. Resolution Moving Council into Committee of Adjustment	
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8. Resolution Moving Committee of Adjustment 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	

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d. Other Business Disclosed as Additional Items

14. **Motion to Return To Regular Council**
15. **Notices of Motion**
16. **Resolution Adopting Proceedings of Committee of the Whole**
17. **By-laws**

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|----|---|-----|
| a. | 2018-07, Access Agreement for 53 Lorne St W - Brandon Rumph | 180 |
| b. | 2018-08, Confirming Proceedings of February 20, 2018 Committee of the Whole/Council Meeting | 183 |

18. Adjournment



Council Minutes
Tuesday, January 23, 2018
7:00 p.m. Council Chambers

Council Present:

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

Council Regrets:

Deputy Mayor Ron Faulkner

Staff Present:

Bill White, C.A.O. Clerk	Annilene McRobb, Deputy Clerk, Recording Secretary
Gordon Duff, Treasurer	Matt Lubber, Recreation Services Manager
Michelle Brown, Building Assistant	Taylor Keunen, Economic Development Assistant

1. **Call to Order 7 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 January 9, 2018

RESOLUTION: 2018-15
Moved By: Councillor Elliott; Seconded By: Councillor Colwell
THAT the minutes of the January 9, 2018 Council Meeting be approved

Carried
4. **Additional Items Disclosed as Other Business**

Mayor Bridge and Councillor Turton disclosed 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: 2018-16

Moved By: Councillor Dirksen; Seconded By: Councillor Turton
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 Position

Gabriella Ieropoli reviewed initiatives like Leaf Clean Up, Northern Wellington Youth Connections Day, Grad Attire Swap, Youth Week, Food Skills Workshop, Safe TALK Workshop, Distracted Driving, Truth about Youth Program and Youth Engagement Community of Practice. She noted Youth Action Councils are successful and highlighted outreach efforts, research projects and recognition. She continues to develop connections between schools, municipalities, business and social services, but advised program funding ends March of 2018 unless a grant application is successful. She offered recommendations around programming if funding does not continue and thanked Council and staff for their support including \$5,000 which helps continue the program to March.

Council thanked her for the presentation and suggested service clubs may contribute to the initiative. Mayor Bridge noted there may be other opportunities if the grant is not approved.

8. Public Question Period- None.

9. Correspondence Received for Information or Requiring Direction of Council

a. Vision Zero Advocate Institute, Invitation to Attend 2018 Zero Vision Advocate Conference

b. Maitland Valley Conservation Authority, Appointment to Maitland Valley Conservation Authority Board of Directors and Maitland Source Protection Authority Board for 2018

c. Clifford Recreation Association, February Newsletter

d. Ontario Energy Board, Community Meeting - Westario Power - January 24, 2018

e. Ontario Good Roads Association, Support request for ECEA Process Reform

f. Town of Lakeshore, Resolution re: Storm Water Management and Drainage Improvements

The C.A.O. Clerk asked if Council would pass a motion regarding items 9b. and e.

MOTION: COW 2018-14

Moved by: Councillor Colwell; Seconded by: Dirksen

THAT Councillor David Turton be appointed to the Maitland Valley Conservation Authority Board of Directors and Maitland Source Protection Authority Board for 2018.

Carried

MOTION: COW 2018-15

Moved By: Councillor Turton; Seconded By: Councillor Elliott

THAT Council supports the Ontario Good Roads Association request for ECEA Process Reform.

Whereas a coalition of the Municipal Engineers Association (MEA) and the Residential and Civil Construction Alliance of Ontario have successfully applied to have a review of the Municipal Class Environmental Assessment process conducted under Part IV (Section 61) of the *Environmental Bill of Rights Act, 1993* (EBR Act);

And whereas impact studies and public meetings required by the MCEA process often take two years or more to complete before construction can commence;

And whereas the MCEA requirements to evaluate alternatives are often not well aligned with prior or municipal land use planning decisions;

And whereas analysis by the Residential and Civil Construction Alliance of Ontario (RCCAO) has demonstrated that the time to complete an EA rose from 19 months to 26.7 months and costs went from an average of \$113,300 to \$386,500;

And whereas the Auditor General of Ontario has tabled recommendations for modernizing the MCEA process;

And whereas in spite of written commitments made by the Ministry of the Environment between 2013-2015, no action has been taken;

And whereas local projects that do not have the necessary approvals could lose out on the next intake of Build Canada funding;

Therefore be it resolved that Town of Minto requests that the Minister of the Environment and Climate Change take immediate steps to expedite the response process for Part II Orders or Bump-Up requests, as part of the s.61 review to improve MCEA process times and reduce study costs;

And further that the Minister of the Environment and Climate Change support changes to better integrate and harmonize the MCEA process with processes defined under the *Planning Act*;

And further that the Minister of the Environment and Climate Change amend the scope of MCEA reports and studies to reduce duplication with existing public processes and decisions made under municipal Official Plans and provincial legislation.

Carried

Councillor Dirksen asked if item 9f. could be considered.

MOTION: COW 2018-16

Moved By: Councillor Dirksen; Seconded By: Councillor Turton

That Council of the Town of Minto supports the Town of Lakeshore resolution requesting the Government of Canada and Government of Ontario immediately allocate funding to municipalities for stormwater management and drainage improvements prioritized based on propensity to flood, and that a copy of the Town's support be sent to the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO), M.P. John Nater and M.P.P. Randy Pettapiece.

Carried

MOTION: COW 2018-17

Moved By Councillor Colwell; Seconded By: Councillor Dirksen

THAT Council receives remaining 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. Jamesway Manor Board Committee Minutes of October 12 and December 14, 2017

MOTION: COW 2018-18

Moved By: Councillor Turton; Seconded By: Councillor Anderson

THAT The Jamesway Manor Board Committee Minutes of October 12, 2017 and December 14, 2017 be received for information.

Carried

b. Committee Minutes for Approval

1. Minto Trails Committee Minutes of December 20, 2017

Recreation Services Manager noted Committee propose to improve the Palmerston trail to the 7th Line in 2018. The \$30,000 budget request was reduced to \$12,000 in the five year capital project plan considered at the last budget meeting. If the County trail funding program is re-instated the capital request could be increased. Mayor Bridge is following up on unspent funds at the County to implement the Active Transportation Plan.

MOTION: COW 2018-19

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT Council receives the Minto Trails Committee Minutes of December 20, 2018.

Carried

c. Staff Reports

1. Building Assistant, Harris Severance Part Lot 6 Concession 13, 9575 O'Dwyer's Rd. The Building Assistant described the severance and staff recommendation. Council discussed the application.

MOTION: COW 2018-20

Moved By: Councillor Dirksen; Seconded By: Councillor Turton

THAT the Council recommends County of Wellington Land Division Committee approve Severance Application PLBB118004, Harris, Part Lot 6 Concession 13, 9575 O'Dwyer's Rd. Mount Forest, Town of Minto that the following conditions be considered:

1. That the applicant satisfies all requirements of the Town of Minto, financial and otherwise which the Town may deem to be necessary for the proper and orderly development of the subject lands.
2. THAT the applicant satisfies the requirements of the Town of Minto in reference to Parkland Dedication as provided for in the Planning Act including where applicable paying cash-in-lieu of parkland in the amount of \$500 per lot or other specified in the applicable policy of the Town at the time of consent.
3. THAT the applicant supply to the Town of Minto proof that a new Drainage Assessment Schedule has been approved to ensure the reapportionment of the applicable municipal drain(s) be completed to the satisfaction of the Local Municipality.
4. THAT the applicant obtains written confirmation from the Town of Minto Public Works Department that satisfactory access arrangements to the subject lands have been made including payment of applicable fees.
5. THAT the applicant be advised the Town of Minto will require payment of any applicable development charges at the time of issuance of a building permit respecting the lot(s) subject of the application at the rate established by Council applicable at time of issuance of the building permit.

Carried

2. Building Assistant, Diocese of Huron Severance Part Lot 14 South West Side of Webb St. 31 & 35 Young St. Harriston

Building Assistant Brown noted servicing issues to be corrected, an encroachment agreement needed for the garage, and rezoning amendment will be required.

MOTION: COW 2018-21

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT the Council recommends County of Wellington Land Division Committee approve Severance Application PLBB118007 Diocese of Huron Severance, Part Lot 14 South West side of Webb Street, 31 and 35 Young Street, Harriston, and that the following conditions be considered:

1. THAT the applicant satisfies all requirements of the Town of Minto, financial and otherwise which the Town may deem to be necessary for the proper and orderly development of the subject lands.

2. THAT the applicant obtains written confirmation from the Town of Minto Public Works Department that satisfactory access arrangements to the subject lands have been made for the severed parcel including payment of applicable fees.
3. THAT the applicant obtain a written statement from the Town of Minto confirming the proposed lots and associated land uses, buildings and structures comply with the all applicable requirements in the Town of Minto zoning by-law.
4. THAT the applicant enters into an Encroachment agreement with the town of Minto and provides proof that the Encroachment Agreement signed between the parties is registered on title and all required securities and deposits are to the satisfaction of the Town.
5. THAT the applicant provides written confirmation from the Town of Minto Public Works Department that they are satisfied that separate municipal services are available to each of the separate lots proposed for the subject lands, these services are properly connected to each existing structure, or that appropriate arrangements have been made for the connection through servicing agreement or similar approach.

Carried

3. Recreation Services Manager, Upper Grand District School Board, RFP After School Program

Recreation Services Manger Lubbers noted that school boards are mandated to have after school programs dependant on the demand. An on-line survey has been sent to parents. They are looking to partner with the municipality. The Town may run an afterschool program for grade 1-6 students. We are asking an approval to submit an RFP by February 14th. Before school care would have to be provided by licenced child care provider as well as younger children. This is a new initiative.

MOTION: COW 2018-22

Moved By: Councillor Colwell; Seconded By: Councillor Anderson

THAT Council receives the January 18th, 2018 report from the Recreation Services Manager entitled After School Program, and that a proposal to run an after school program at local schools be submitted to the Upper Grand District School Board subject to Council having a chance to review the business plan for the program that addresses partnership, need, standards of care, revenue and expenses.

Carried

4. C.A.O. Clerk, Workplace Vehicle Charging Station Program Applications
C.A.O. Clerk White outlined program rules and how Arntjen Solar had previously applied for the Town when the charger was placed in Clifford. Council noted benefits of the program.

MOTION: COW 2018-23

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT Council receives the C.A.O. Clerk's January 18, 2018 report regarding Provincial Workplace Electric Vehicle Charging Incentive Program and agrees to Arntjen Solar preparing and submitting an application for 80% funding under the incentive program to install Electric Vehicle Charging Equipment at the Town office, Harriston Minto Community Complex, Palmerston Community Center and/or the Palmerston Railway Heritage Museum on the understanding installation, maintenance and cost sharing agreement will be negotiated between the parties if the application is successful.

Carried

5. C.A.O. Clerk W. Schwindt & Son's Amendment Agreement of Purchase and Sale
C.A.O. Clerk White stated the first transfer closed February 2015, but a two year time period on the 2nd phase had expired. Mr. Schwindt had discussed extension with staff and signed the amending agreement increasing his servicing cost and move closing to June 2018.

MOTION: COW 2018-24

Moved By: Councillor Turton; Seconded By: Councillor Dirksen

THAT Council receives the report from the C.A.O. Clerk dated January 18, 2018 regarding W. Schwindt & Sons Amendment Agreement of Purchase and Sale, and authorizes the Mayor and C.A.O. Clerk to sign the said agreement and proceed to closing.

Carried

Councillor Colwell assumed the Chair

6. Treasurer and Tax Collector, Changes to the Vacancy Rebate Program
Treasurer Duff noted the complicated regulation should address the Town's proposal giving discretion on applying the rebate where Community Improvement Plan is in place. Only a few properties per year apply for the rebate. Council discussed implementation and thanked the Treasurer for his efforts on the Provincial Committee.

MOTION: COW 2018-25

Moved By: Councillor Anderson Seconded By: Councillor Dirksen

THAT Council of the Town of Minto accepts the Treasurer and Tax Collector's report dated January 16th, 2018 regarding changes to the Vacancy Rebate Program and considers a by-law in open session.

Carried

7. Treasurer, Approval of Accounts

Treasurer Duff noted expenditures for King and John Street construction, George Street, sand and salt, and Palmerston Christmas lights.

MOTION: COW 2018-26

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 January 15, 2018 as follows: Administration \$251,156.94, Building \$3,871.71, Economic Development \$7,768.20, Incubator \$1,620.10, Fire \$14,297.36, Roads \$483,634.30, Waste Water \$23,394.58, Streetlights \$11,79.10, Water \$19,249.30, Recreation \$676.00, Clifford \$6,292.33, Harriston \$8,973.27, Palmerston \$19,286.01, Norgan \$2,173.46 for a total of \$854,901.21.

Carried

Mayor Bridge returned to the Chair

d. Other Business Disclosed as Additional Items

Councillor Turton noted the August 11 Canada Packers reunion will be in conjunction with the Harriston Downtown Street Party.

Mayor Bridge asked Treasurer Duff to report on funding announced at the Rural Ontario Municipalities Conference. The Treasurer advised Minto is receiving \$43,388 under the Main Street Initiative funding.

11. Motion to Return To Regular Council

RESOLUTION: 2018-17

Moved By: Councillor Anderson; Seconded By: Councillor Elliott

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

Carried

12. Notices of Motion

13. Resolution Adopting Proceedings of Committee of the Whole

RESOLUTION: 2018-18

Moved By: Councillor Colwell; Seconded By: Councillor Dirksen

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

Carried

14. By-laws

a. 2018-04, To Establish a Tax Rebate Program for Vacancies

RESOLUTION: 2018-19

Moved By: Councillor Turton; Seconded By: Councillor Anderson

THAT By-law 2018-04; To establish a Tax Rebate Program for the vacant portions of property in the Commercial Property or the Industrial Property classes and to repeal By-Law #02-22;

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

Carried

b. 2018-05, To Amend Agreement of Purchase and Sale with W. Schwindt & Son

RESOLUTION: 2018-20

Moved By: Councillor Elliott; Seconded By: Councillor Dirksen

THAT By-law 2018-05; To amend Agreement of Purchase and Sale of the former Clifford Ballfield between William and Brown Street at John Street with W. Schwindt and Son's Building Contractors Ltd.; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

c. 2018-06, Confirming Proceedings of January 23, 2018 Committee of the Whole/Council Meeting

RESOLUTION: 2018-21

Moved By: Councillor Colwell; Seconded By: Councillor Turton

THAT By-law 2018-06; To confirm actions of the Council of the Corporation of the Town of Minto Respecting a meeting held January 23, 2018; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

15. Adjournment – 8:30 p.m.

RESOLUTION: 2018-22

Moved By: Councillor Anderson; Seconded By: Councillor Dirksen

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



Public Hearing Agenda Committee of Adjustment
Tuesday February 20th, 2018 at 7:00 p.m.
Council Chambers, Municipal Office
5941 Highway 89, RR# 1 Harriston

1. Chair Bridge calls the Public Hearing to order and publicly states: **“Any decision reached by this Committee today cannot be used to set a precedent. Each application considered by the Committee is dealt with on its own merits and no two applications are exactly the same”.**
2. The Public Hearing is to consider Minor Variance Application File No. MV-2018-01, Bauman.
3. Chair Bridge to call on the Secretary -Treasurer.
4. Secretary -Treasurer White to state the following information.

The Subject Property is legally described as Concession 13 N Part Lot 15 RP 61R6454, municipally known as 9551 Road 3 N, Town of Minto.

THE PURPOSE AND EFFECT OF THE APPLICATION is to permit the construction of a Home Industry Addition with a total floor area of 420.7m² (4528.4 sq. ft.) on the subject property, whereas clause 6.14 (d) of the Corporation of the Town of Minto’s Comprehensive Zoning By-Law 01-86, as amended, permits a maximum Home Industry floor area of 232.25m² (2500 sq. ft.).

Notices were mailed to the property owners within 200 feet or 60 metres of the subject property as well as the applicable agencies on February 2nd, 2018, posted on the subject property, and circulated to staff on the same date and the following comments were received:

- Town of Minto Building Assistant, staff report
- Report Wellington Junior Planner, Jessica Wilton and Senior Planner, Curtis Marshall
- Saugeen Valley Conservation Authority, Environmental Planning Technician, Michael Oberle comments

5. Chair Bridge calls upon the applicant or agent followed by comments by County or Town Staff.
6. Chair Bridge requests any persons wishing to speak to the application to come forward and address the Committee of Adjustment through the Chair.
7. Chair Bridge asks for any questions by Committee, or any response or rebuttal by the applicant or agent.
8. The Secretary -Treasurer provides resolution(s) for the Committee to consider. Upon a resolution being carried or defeated; the Notice of Decision of the Committee of Adjustment is to be signed by all members of the Committee of Adjustment in favour of the decision.
9. Chair Bridge to state **“Anyone wishing to receive a copy of the Notice of Decision” to please sign the Request for Notice of Decision prior to leaving the Council Chambers following the meeting.**
10. Chair Bridge to officially adjourn the Public Hearing.



250.02 Town of Minto

DATE: February 15th, 2018

TO: Mayor Bridge and Members of Council

FROM: Michelle Brown Building Assistant

RE: Minor Variance MV-2018-01, Carl Bauman

Concession 13 N Part Lot 15 RP 61R6454, municipally known as 9551 Road 3 N, Town of Minto

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 subject property is 10.12 ha (25.02 ac) in size, and houses a single family dwelling and agricultural shed. The Town of Minto Zoning By-law currently permits a maximum Home Industry floor area of 232.25m² (2500 sq. ft.). The intent of the minor variance application is seeking relief for the total floor area to construct a Home Industry Addition with a total floor area of 420.7m² (4528.4 sq. ft). The relief will accommodate the size of the wood working equipment and storage space required for the finished custom wood furniture.



COMMENTS

The subject property is zoned Agricultural (A) and Natural Environment (NE). The proposed Home Industry addition will be located in the Agricultural zone and not within the Natural Environment zone. Permitted uses with the subject area include Agricultural, residential dwellings and home industries subject to requirements of section 6.14 of the By-law.

Town of Minto staff met regarding the application and no concerns were expressed.

RECOMMENDATION

THAT the Committee of Adjustment receives the Building Assistant's report regarding proposed MV-2018-01; Bauman, Minor Variance application Concession 13 N Part Lot 15 RP 61R6454, municipally known as 9551 Road 3 N, Town of Minto.

Michelle Brown, Building Assistant

ATTACHMENTS

County of Wellington Junior Planner, Jessica Wilton and Senior Planner, Curtis Marshall comments

Saugeen Valley Conservation Authority Environmental Planning Technician, Michael Oberle comments



COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT
GARY A. COUSINS, M.C.I.P., DIRECTOR
T 519.837.2600
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ADMINISTRATION CENTRE
74 WOOLWICH STREET
GUELPH ON N1H 3T9

February 14, 2018

Bill White, CAO-Clerk
Town of Minto Committee of Adjustment
5941 Highway 89, R.R. #1
Harriston, ON N0G 1Z0

RE: Minor Variance Application MV-2018-01
Concession 13 N Part Lot 15, RP61R6454
9551 Road 3 N
Carl Bauman

We have reviewed the application for minor variance and provide the following comments. Please be advised that these comments were formulated without the benefit of a site visit.

Planning Comments: The variance requested would provide relief from the required home industry maximum floor area. The applicants are proposing to expand the floor area of the home industry to create a total floor area of 420.7 m² (4528.4 ft²), whereas section 6.14(d) of the Zoning By-law permits a maximum floor area of 232.25 m² (2500 ft²).

The applicant is requesting additional space to accommodate large woodworking equipment and to provide storage for finished products. The proposed home industry will be 81% larger than the permitted size within a subject property designated Secondary Agricultural that is 10.12 ha (25.02 ac) in size. The Committee should be satisfied that the application would maintain the general intent and purpose of the Official Plan and Zoning By-law, is desirable and appropriate for the development of the subject property and is minor.

Subject Property and Location

The property is described as Concession 13 N Part Lot 15, Registered Plan 61R6454, and is Municipally known as 9551 Road 3 N. The subject property has an area of approximately 10.12 ha (25.02 ac) and is occupied by a dwelling and agricultural shed (Figure 1).

Proposal

The variance requested would provide relief from the maximum floor area requirements for a home industry. The applicants are proposing to expand the floor area of the home industry to create a total floor area of 420.7 m² (4528.4 ft²), whereas section 6.14(d) of the Zoning By-law permits a maximum floor area of 232.25 m² (2500 ft²).

Wellington County Official Plan

The subject property is designated Secondary Agricultural, Core Greenlands and Greenlands. The proposed home industry addition is to be constructed outside the Core Greenlands and Greenlands area.

Pg 2...MV-2018-01

Section 13.7 of the Plan provides consideration for minor variances provided the general intent of the Official Plan and Zoning By-law are maintained and the variance is minor and desirable for the appropriate development of the land. Consideration shall be given as to whether compliance with the by-law would be unreasonable, undesirable or would pose an undue hardship on the applicant.

Minto Zoning By-law

The subject property is zoned Agricultural (A) and Natural Environment (NE). Section 6.20 b) i) requires the accessory building to be setback a minimum of 3.0m from the NE zone. The applicant is proposing to construct a home industry addition. Section 6.14(d) of the Town of Minto Zoning By-law requires a maximum floor area of 232.25 m² (2500 ft²), whereas the applicant has proposed a total floor area of 420.7 m² (4528.4 ft²).

The applicant has an existing 312.2 m² (3360 ft²) pole shed with only 52m² (560 ft²) being used for the existing home industry. They are proposing to construct an addition to the home industry use with a total floor area of 420.7m² (4528.4 ft²), this will be 81% larger than the permitted home industry for a lot 10.01 ha (24.7 ac) in size. The intent of the zoning by-law with respect to the home industry is to ensure it remains small scale and secondary to the main use of the subject property. In addition, the home industry should not create a traffic hazard or nuisance. The surrounding neighbours are agricultural and situated far from the proposed home industry addition. The reason the applicant has requested for additional floor area is to accommodate the equipment size required for the woodworking business and provide storage for the finished products. The requested variance are as follows:



	Zoning By-law (01-86)		
	Permitted	Requested	Difference
Home Industry Maximum Floor Area Section 6.14 d)	232.25 m ² (2500.0 ft ²)	420.7 m ² (4528.4 ft ²)	188.45 m ² (2028.4ft ²)

I trust that these comments will be of assistance to the Committee.

C Marshall

Sincerely,
Jessica Wilton, Junior Planner

Curtis Marshall, MCIP, RPP
Senior Planner

A handwritten signature in purple ink, appearing to read "Jessica Wilton". The signature is fluid and cursive, with a long horizontal stroke extending to the right.



1078 Bruce Road 12, P.O. Box 150, Formosa ON Canada N0G 1W0
Tel 519-367-3040, Fax 519-367-3041, publicinfo@svca.on.ca, www.svca.on.ca

SENT ELECTRONICALLY ONLY (bwhite@town.minto.on.ca)

February 14, 2018

Town of Minto
5941 Highway 89
RR # 1
Harriston, Ontario
N0G 1Z0

ATTENTION: Bill White, CAO/Clerk

Dear Mr. White,

RE: Proposed Minor Variance MV-2018-01
9551 Road 3 N
North Part Lot 15, Concession 13, Plan 61R6454
Roll No.: 234100000311105
Geographic Township of Minto
Town of Minto

Saugeen Valley Conservation Authority (SVCA) staff has reviewed the proposed minor variance in accordance with the SVCA's mandate and the SVCA Environmental Planning and Regulations Policies Manual, Approved May 16, 2017. The purpose and effect of the application is to permit the construction of a Home Industry Addition with a total floor area of 420.7 square metres on the subject property, whereas By-law 01-86, as amended permits a maximum Home Industry floor area of 232.25 square metres. SVCA staff conducted a site inspection of the property on February 14, 2018. The proposed minor variance is acceptable to SVCA staff and we offer the following comments.

Natural Hazard

The majority of the property is designated Core Greenlands and Greenlands in the County of Wellington Official Plan, Schedule A5 Minto and is zoned Natural Environment (NE) in the Town of Minto Zoning By-law 01-86, Schedule 'A' Map 1. The Greenlands designation and NE zone generally match the hazardous lands as originally plotted by SVCA staff. In general, no new buildings or structures are permitted within the Core Greenlands or Greenlands designation or the NE zone. In the opinion of SVCA staff, the proposed addition will not be located in the Core Greenlands designation or the NE zone.



Watershed Member Municipalities

Municipality of Arran-Elderslie, Municipality of Brockton, Township of Chatsworth, Municipality of Grey Highlands, Town of Hanover, Township of Howick, Municipality of Morris-Turnberry, Municipality of South Bruce, Township of Huron-Kinloss, Municipality of Kincardine, Town of Minto, Township of Wellington North, Town of Saugeen Shores, Township of Southgate, Municipality of West Grey

Natural Heritage

The significant natural heritage features and areas affecting the property include provincially significant wetlands, significant woodlands, potentially significant wildlife habitat, and potentially the significant habitat of endangered species or threatened species

Provincially Significant Wetlands (PSW)

Clifford Harriston Wetland Complex PSW is located on the majority of the property. PSWs are included in the Core Greenlands designation and are shown on Schedule A5 Minto of the Wellington County Official Plan (OP). The existing accessory building and the proposed addition to the existing accessory building are located within the adjacent lands to the PSW, however, it is the opinion of SVCA staff that impacts to the PSW as part of this proposal will be negligible. Therefore, in the opinion of SVCA staff, the preparation of an EIS to address the PSW is not warranted for this proposal at this time.

Significant Woodlands

Significant woodlands are included in the Core Greenlands and Greenlands designation and are shown on Schedule A5 Minto of the Wellington County OP. In the opinion of SVCA staff, the proposed addition will be located within the adjacent lands to the significant woodlands. However, it is the opinion of SVCA staff that impacts to significant woodlands will be negligible as a result of this proposal. Therefore, in the opinion of SVCA staff, the preparation of an EIS to address significant woodlands is not warranted for this proposal at this time.

Significant Wildlife Habitat

It has come to the attention of SVCA staff that significant wildlife habitat may be located on or adjacent to the property. Section 5.5.1 of the Wellington County OP states, in part, that development and site alteration shall not be permitted within significant wildlife habitat, unless it has been demonstrated that there will be no negative impacts to the habitat or its ecological functions. However, in the opinion of SVCA staff, an EIS is not necessary, as SVCA staff does not anticipate any negative impacts to significant wildlife habitat resulting from this proposal.

Significant Habitat of Endangered Species or Threatened Species

It has come to the attention of SVCA staff that habitat of endangered species or threatened species may be located on or adjacent to the property. Section 2.1.7 of the Provincial Policy Statement (PPS 2014) indicates that development and site alteration shall not be permitted in habitat of endangered species or threatened species, except in accordance with provincial and federal requirements. It is the responsibility of the applicant to ensure the endangered species and threatened species policy referred to in the PPS has been appropriately addressed. Please contact the Ministry of Natural Resources and Forestry (MNRF) for information on how to address this policy.

SVCA Regulation

The entirety of the property is located within the SVCA Approximate Screening Area associated with the SVCA's Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation (Ontario Regulation 169/06, as amended). This Regulation is in accordance with Section 28 of the *Conservation Authorities Act*, R.S.O. Chap. C. 27, and requires that a person obtain the written permission of the SVCA prior to any "development" in a Regulated Area or alteration to a wetland or watercourse.

"Development" and Alteration

Subsection 28(25) of the *Conservation Authorities Act* defines "development" as:

- a) *the construction, reconstruction, erection or placing of a building or structure of any kind,*
- b) *any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure increasing the number of dwelling units in the building or structure,*
- c) *site grading, or*
- d) *the temporary or permanent placing, dumping or removal of any material, originating on the site or elsewhere*

According to Section 5 of Ontario Regulation 169/06, as amended, alteration generally includes the straightening, diverting or interfering in any way the existing channel of a river, creek, stream or watercourse, or the changing or interfering in any way with a wetland.

To determine the SVCA Approximate Screening Area, associated with the SVCA's Regulation on the property, please refer to the SVCA's online mapping program, available via the SVCA's website at <http://eprweb.svca.on.ca>. Should you require assistance, please contact our office directly.

Permission for Development or Alteration

Development or alteration including construction, reconstruction, conversion, grading, filling or excavation, including agricultural tile drainage, on the property will require permission from the SVCA prior to construction or site alteration commencing. Based on the proposal as part of the minor variance, a permit from the SVCA can be granted, subject to conditions, for the addition to the existing accessory building.

Please inform the landowner that they should contact SVCA staff so that review of their proposal from a Regulatory perspective.

Conclusion

All of the plan review functions have been assessed with respect to this proposal. The proposed minor variance is acceptable to SVCA staff. The SVCA would appreciate receiving notice of the decision to the above referenced planning application.

Town of Minto
Proposed Minor Variance (MV-2018-01)
February 14, 2018
Page 4 of 4

We trust you find this information helpful. Should questions arise, please do not hesitate to contact this office.

Sincerely,



Michael Oberle
Environmental Planning Technician
Saugeen Conservation

MO/

cc: Stacey Pennington, Drinking Water Source Protection and Building Assistant (via email)
Steve McCabe, Authority Member, SVCA (via email)

**NOTICE OF DECISION OF
COMMITTEE OF ADJUSTMENT
WITH REASONS RE APPLICATION FOR
File No. MV-2018-01 Minor Variance – s.45(1)**

NAME OF COMMITTEE: The Town of Minto Committee of Adjustment
RE AN APPLICATION BY: Carl Bauman
PROPERTY ADDRESS: 9551 Road 3 N
LOCATION OF PROPERTY: Concession 13 N Part Lot 15 RP 61R6454, municipally known as 9551 Road 3 N, Town of Minto

THE PURPOSE AND EFFECT OF THE APPLICATION to permit the construction of a Home Industry Addition with a total floor area of 420.7m² (4528.4 sq. ft.) on the subject property, whereas clause 6.14 (d) of the Corporation of the Town of Minto's Comprehensive Zoning By-Law 01-86, as amended, permits a maximum Home Industry floor area of 232.25m² (2500 sq. ft.).

WE, the undersigned, in making the decision upon this application, have considered whether or not the variance requested was minor and desirable for the appropriate development or use of the land, building or structure, and that the general intent and purpose of the zoning by-law and the official plan will be maintained or, in the case of a change in the use of property which is lawfully non-conforming under the by-law, as to whether or not this application has met the requirements of subsection 45(2) of *The Planning Act*, concur in the following decision and reasons for decision made on the 20th day of February, 2018.

DECISION: **Approves** the application by Carl Bauman, for property Concession 13 N Part Lot 15 RP 61R6454, Town of Minto, with a civic address of 9551 Road 3 N, Town of Harriston to permit the construction of a Home Industry Addition with a total floor area of 420.7m² (4528.4 sq. ft.) on the subject property, whereas clause 6.14 (d) of the Corporation of the Town of Minto's Comprehensive Zoning By-Law 01-86, as amended, permits a maximum Home Industry floor area of 232.25m² (2500 sq. ft.).

CONDITIONS: n/a

REASONS FOR DECISION: The Committee believing the request to be minor **and** desirable for the appropriate development of the lands and to maintain the intent and purpose of the official plan and zoning by-law denies the application.

A brief explanation of the effect, if any that the written and oral submissions had on the decision:
County of Wellington Planner comments.
Town of Minto Staff Comments.
Saugeen Valley Conservation Authority comments.

continued on reverse

Signature of member

Signature of member

Signature of member

Signature of member

Signature of member

Signature of member

Chair

continued on reverse

Appeal – The last date for filing a notice of appeal of this decision is March 12th, 2018. Any such appeal must be filed with the secretary-treasurer of the committee and must set out the objection to the decision and the reasons in support of the objection and must be accompanied by the fee required by the Ontario Municipal Board.

Amount of Fee payable on appeal is \$300.00

Person – appeal limitation – Only individuals, corporations and public bodies may appeal decisions in respect of an application for a minor variance or permission to the Ontario Municipal Board. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group on its behalf.

Other applications – If known, indicate if the subject land is the subject of an application under the Act for:

- ☐ Approval of a plan of subdivision (under section 51) File # Status
- ☐ Consent (under section 53) File# Status:
- ☐ Previous application (under section 45) File# Status

CERTIFICATION

I, Bill White, certify that the information included herein is a true copy of the decision of the Committee with respect to the application recorded therein.

Dated this 20th day of February 2018.

Signature of Secretary-Treasurer

Personal information contained on this form, collected pursuant to the *Planning Act*, will be used for the purposes of that Act. Questions should be directed to the Freedom of Information and Privacy Coordinator at the institution conducting the procedures under the Act.

NOTICE OF DECISION OF
COMMITTEE OF ADJUSTMENT
WITH REASONS RE APPLICATION FOR
File No. MV-2018-01 Minor Variance – s.45(1)

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RE AN APPLICATION BY: Carl Bauman
PROPERTY ADDRESS: 9551 Road 3 N
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THE PURPOSE AND EFFECT OF THE APPLICATION to permit the construction of a Home Industry Addition with a total floor area of 420.7m² (4528.4 sq. ft.) on the subject property, whereas clause 6.14 (d) of the Corporation of the Town of Minto's Comprehensive Zoning By-Law 01-86, as amended, permits a maximum Home Industry floor area of 232.25m² (2500 sq. ft.).

WE, the undersigned, in making the decision upon this application, have considered whether or not the variance requested was minor and desirable for the appropriate development or use of the land, building or structure, and that the general intent and purpose of the zoning by-law and the official plan will be maintained or, in the case of a change in the use of property which is lawfully non-conforming under the by-law, as to whether or not this application has met the requirements of subsection 45(2) of *The Planning Act*, concur in the following decision and reasons for decision made on the 20th day of February, 2018.

DECISION: **Denies** the application by Carl Bauman, for property Concession 13 N Part Lot 15 RP 61R6454, Town of Minto, with a civic address of 9551 Road 3 N, Town of Harriston to permit the construction of a Home Industry Addition with a total floor area of 420.7m² (4528.4 sq. ft.) on the subject property, whereas clause 6.14 (d) of the Corporation of the Town of Minto's Comprehensive Zoning By-Law 01-86, as amended, permits a maximum Home Industry floor area of 232.25m² (2500 sq. ft.).

CONDITIONS: n/a

REASONS FOR DECISION: The Committee **not** believing the request to be minor, **nor** desirable for the appropriate development of the lands and to maintain the intent and purpose of the official plan and zoning by-law denies the application.

A brief explanation of the effect, if any that the written and oral submissions had on the decision:
County of Wellington Planner comments.
Town of Minto Staff comments.
Saugeen Valley Conservation Authority comments.

continued on reverse

Signature of member

Signature of member

Signature of member

Signature of member

Signature of member

Signature of member

Chair

continued on reverse

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- ☐ Approval of a plan of subdivision (under section 51) File # Status
- ☐ Consent (under section 53) File# Status:
- ☐ Previous application (under section 45) File# Status

CERTIFICATION

I, Gordon Duff, certify that the information included herein is a true copy of the decision of the Committee with respect to the application recorded therein.

Dated this 20th day of February, 2018.

Signature of Secretary-Treasurer

Personal information contained on this form, collected pursuant to the *Planning Act*, will be used for the purposes of that Act. Questions should be directed to the Freedom of Information and Privacy Coordinator at the institution conducting the procedures under the Act.

Harriston Kinsmen Flood Fund

- Created in July 2017 to fundraise and provide relief in the aftermath of the flood on June 23rd, 2017.
- Home owners and businesses all across town and township were affected.
- Fund created to help those without insurance, or those whose insurance coverage wasn't enough to cover all damages.
- Several events, organizations and individuals, both inside and outside our community contributed to this effort.



Drew BBQ Team Cheque Presentation

Top row, left to right: Bruce and Marg Shannon, Nicholas and Tammy Weber, Ann Darroch, Stephanie Menkveld.

Bottom row, left to right: Todd Rogers, Mike Lawless, Paul Hope, Evelyn Menkveld, Brian Darroch, Tristan Gower.

Absent in pic from the Drew BBQ team: Ruth and Gerald Koeslag, Perry and Nathan Weber, Wendy Logan, Rick Fleet, Greg and Nicole Hymers, Jeff Darroch, Bill Menkveld.



Palmerston Lions Club Cheque Presentation

From left to right: Mike Wilson, Todd Rogers, Matt Lubbers.



Lemonade Stand and Bake Sale Fundraiser

Sam Faulkner (left) raised \$146 dollars and presented it to Club President Ryan Hill (right) at a Kinsmen meeting this fall. Well done Sam!

Flood Fund Donors

- Drew BBQ Team
- TG Minto
- Harriston Kinsmen – Jimmy Keys
- Town of Minto
- NrStor Toronto
- Harriston United Church Womens Group
- CKNX Radio
- Grant's Service Centre –Yoga Night
- Palmerston Lions
- Lorraine Ballard
- Jim Burrows
- Cindy and Ken Reuber
- Town of Minto Council and Staff
- Sam Faulkner
- Carry On Women's Institute
- Minto Youth Action Council
- Al Colwell
- Ryan McLean
- Judy Tuck
- Harriston Kinsmen members



Shave the Moustache Fundraiser

Kinsmen member and Legion President Ken Reuber volunteered to shave his moustache off to raise money for the Flood Fund. He'd sported this moustache for over 35 years, and his wife and kids had never seen him without it.



Shave the Moustache Fundraiser

Thanks to Ken and the story behind his moustache, we were able to raise \$510 dollars for the Flood Fund.

Harriston Kinsmen Flood Fund

- Overall we were able to raise over \$12,100.
- Our committee consisted of local Kinsmen, Kinsmen from another community, and people in our community not involved with Kinsmen.
- Every applicant received money.
- Roughly 40 dollars spent on bank fees, everything else went to the applicants.



CONTACT: JANET KLEMP
TOWN OF MINTO
5941 HWY 89
HARRISTON, ON
N0G 1Z0

MEDIA RELEASE

Apply now to receive funds from the 8th Annual Mayor's Charity Golf Tournament

Harriston, February 2018:

The 8th Annual Mayor's Charity Golf Tournament will be held Aug. 9th, 2018 at Pike Lake Golf Centre Limited.

The application process is now open and will close on Monday, April 9th. The Core Committee is looking for applications from non-profit organizations within the Town of Minto that fit into one of three categories; Community Betterment, Service Club or Sports Club.

Over the past seven years, the Mayor's Charity Golf Tournament has raised \$72,000.00 and has assisted over 25 local community groups with their financial expenses or events in our community. Last year three youth organizations benefited from the proceeds of Mayor's Charity Golf Tournament. Previous funds have been used to beautify our downtowns, purchase new sports equipment, fundraise for a refugee family and helped Boy Scouts fundraise to attend the 2017 Canadian Jamboree. We look forward to supporting and assisting our local groups again this year.

For more information about the tournament, or to obtain an application form to apply for the proceeds call 519-338-2511, visit www.town.minto.on.ca or email janet@town.minto.on.ca.

1. The Non-profit organization must be based in Minto, have a local affiliation or demonstrate direct benefit to the Town of Minto.
2. A letter must be produced by the organization requesting funds explaining where the funds would be directed.
3. The chosen organization(s) must elect one (1) representative to attend Committee meetings and actively participate.
4. The chosen organization(s) must provide two (2) volunteers to work the day of the event.
5. The chosen organization(s) must each obtain a minimum of the following by Monday, June 18, 2018:
 - ☐ 15 hole sponsors (15 x \$100.00) minimum
6. Please choose the category your group or organization fits under (select only one):
 - ☐ Community Betterment
 - ☐ Sports Club
 - ☐ Service Club
7. In the event the chosen group or organization does not comply with the minimum requirements as listed, the Mayor's Charity Golf Tournament Core Committee reserves the right to re-allocate a portion of the proceeds from the Tournament.
8. Organizations who have received funding from the Mayor's Charity Golf Tournament in the past may apply, but preference will be given to first-time applicants.

Return Application to: Town of Minto c/o Mayor's Charity Golf Tournament 5941 Highway 89 Harriston ON N0G 1Z0	All Other Inquires: tel: 519-338-2511 fax: 519-338-2005 Janet Klemp: janet@town.minto.on.ca
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***NOTE: the application deadline is Monday, April 9th, 2018 at 12:00 noon ***
 All successful applicants will be notified by Monday, April 16th, 2018



1. Please highlight where the funds would be directed if your organization was selected to receive the proceeds from the Mayor's Charity Golf Tournament

Please check the boxes to ensure you understand the requirements of your group or organization if selected to receive the proceeds from the 2018 Mayor's Charity Golf Tournament.

- ☐ We are required to appoint one (1) representative from our organization to sit on the planning committee.
- ☐ We are required to have two (2) volunteers work the day of the event.
- ☐ We are required to secure a minimum of 15 hole sponsors (15 x \$100.00) by Monday, June 18th, 2018.
- ☐ We understand that if our organization does not comply with the minimum requirements as listed above, the Mayor's Charity Golf Tournament Core Committee reserves the right to re-allocate a portion of the proceeds from the Tournament.

We are applying under the category of (select only one):

- ☐ Community Betterment
- ☐ Sports Club
- ☐ Service Club

Print Name:

Witness (Print Name):

Signature:

Witness (Signature):

Date:

Date:



TOWN OF MINTO

DATE: February 2, 2018
REPORT TO: Mayor and Council
FROM: Bill White, CAO/Clerk
SUBJECT: 2018 Insurance Program Renewal

STRATEGIC PLAN:

5.7 Adopt and maintain fair and transparent procurement policies and by-laws to ensure the Town receives competitive pricing on tenders and proposals, and that local business has equal opportunity to submit bids.

BACKGROUND:

Staff received the proposed insurance renewal from Jardine Lloyd Thompson Canada Inc. (JLT) February 6 for the period beginning in March and ending March 2019. In 2014 Council switched insurance coverage to JLT and Local Broker Wylie Insurance. A representative of JLT and Stephen Wylie for Wylie Insurance will appear at Council February 20. The following summarizes premiums since 2011:

Previous Carrier			JLT				
2011	2012	2013	2014	2015	2016	2017	2018
\$241,292	\$238,174	\$249,925	\$228,746	\$230,640	\$232,518	\$240,639	\$256,312
Previous Carrier Bid			\$255,712				

The following summarizes coverage provided in the renewal:

	2018
Liability Limits	\$25 million
Punitive Damages	Included with limits
Abuse Coverage	\$250,000/claim to max of \$500,000 start March 2014
Environmental	\$2.5 million per claim to max \$5 million (\$10,000 deduct.)
Property Flood & Earthquake	Incl. (\$50,000 & 5% deduct.)
Future pricing restriction liability	3 years with less than 40% claims ratio
Future pricing restriction property	2 years with less than 40% claims ratio
Pollution of Town Property	\$100,000
Vehicles	Replacement value with driver abstract review

Key points about the increase are as follows:

1. The 2018 premium is \$256,312 up \$15,673 from 2017 of \$240,639.
2. The liability part of the premium remains frozen at \$114,000 which is 44.4% of the total premium paid, and has not increased since JLT became the Town's carrier in 2014. JLT committed to maintaining the liability premium the same through 2020.
4. The blanket property amount increased from \$80,798,284 to \$83,861,748 including the three railway bridges (valued at \$150,000 each) added last year. In 2016 the property limit was \$77,817,773.
5. In 2017 one dollar of premium insured \$1,035 of property, while this year one dollar insures \$863 of property.
6. The premium for automobiles is down \$3,401 for the same number of vehicles. Automobile limit is \$5,000,000 with a \$10,000 deductible

Program options identified are similar to last year and include:

- Increase Environmental Impairment Limit (EIL) from \$2.5 to \$5 million (add \$1,143)
- Increase umbrella liability from \$25 million to \$50 million (add \$2,245)
- Add Employment Practices Liability limit \$250,000 add \$5,000 premium.
- Additional limits and coverage for automobiles and emergency vehicles as follows:
 - a) Increase loss of use daily payouts for up to 10 heavy vehicles (add \$3,000)
 - b) Add to medical rehabilitation, attendant care limit 3 options (add \$295 - \$590)
 - c) Add caregiver benefit \$100 per week up to 2 years (add \$657)
 - d) Increase Income Replacement Limits (add \$2,940 - \$8,820)
 - e) Increase death benefit, dependent care, indexing, tort deductible (all 4 add \$,739)
- Out of Province emergency medical for Councillors up to 30 days (add \$420)
- Critical Illness for Councillors aged 69 or less \$10,000 limit (add \$1,195)

These options were brought forward to Council during the last four renewals and were not pursued. There are many options for the Town to consider in automobile coverage. It's difficult to predict which ones could be of value in the event of an unfortunate accident. These added coverages can be requested at any time if directed by Council.

COMMENTS:

Aside from Town claims related to the June 23, 2017 flood, at this time there are two minor slip/fall incidents involving legal counsel for the Town's insurer.

Since 2014 the Town's insurance premiums have increased an average of 3% per year. Correspondingly the value of property has increased around \$10 million dollars from about \$73 million to now over \$83 million (about a 3% increase in property value per year).

JLT is also passing on an increase for property coverage from the carrier that covered the Town's fire loss on the rail bridge in 2016 and the flood loss in 2017. Town insurable losses in the flood are yet to be determined, but the insurer has covered basement repairs at the municipal office and the restoration at the Harriston Public Works building. The

insurers after deductible loss for the fire on the former rail bridge on the White's Junction trail was over \$150,000.

Property coverage is the only driver on premium increase given JLT extended the liability premium freeze through 2020. The Town's approach to risk management resulted in competitive pricing during the 2014 has led to very stable premiums. There are some jurisdictions that routinely have double digit premium increases each year due to rising liability. Premiums can be affected by one or two major accidents which cannot be forecasted no matter how good risk management procedures are in a municipality. While Town liability premiums have increased modestly, Provincial action on joint and several liability is still be welcome and could reduce liability costs for all municipalities.

FINANCIAL CONSIDERATION:

Town premiums are now almost identical approach the previous carrier's bid five years ago with more coverage and higher property values. The Town saved over \$100,000 in premiums by going to proposals in 2014, and may want to consider going to quote again in 2020. The municipal insurance landscape continues to change as carriers enter and exit the market. Whether to go to quotations on insurance will be a decision of the next Council likely before the 2020-21 insurance renewal.

RECOMMENDATION:

That Council receives the report dated February 2, 2018 from the C.A.O. Clerk regarding the 2018 Municipal Insurance Program and approves the renewal.

Bill White, C.A.O. Clerk



TOWN OF LAKESHORE

January 22, 2018

419 Notre Dame St.
Belle River, ON N0R 1A0

Right Honourable Justin Trudeau,
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2

Dear Prime Minister Trudeau:

RE: MARIJUANA TAX REVENUE

At their meeting of January 16, 2018 the Council of the Town of Lakeshore duly passed the following resolution.

577-01-2018 Councillor Wilder moved and Councillor McKinlay seconded:

It is recommended that:

WHEREAS marijuana will soon be available for purchase through retail outlets in Canada;

WHEREAS the sale of marijuana will generate new tax revenues;

WHEREAS the Government of Canada and the Government of Ontario have been actively discussing how to distribute the new tax revenues generated by the sale of marijuana;

WHEREAS the Government of Canada and the Government of Ontario have thus far not agreed to distribute any of the new tax revenues generated by the sale of marijuana to municipalities directly;

WHEREAS municipalities are responsible for critical infrastructure projects, such as roads, bridges, water treatment and delivery of potable water;

WHEREAS municipalities face a significant challenge in funding critical infrastructure projects and have limited options for increasing revenues, aside from raising property taxes, which negatively impacts all taxpayers; and

WHEREAS the new tax revenues generated from the sale of marijuana, could be used to help offset infrastructure costs for municipalities.

NOW THEREFORE BE IT RESOLVED that the Government of Canada and the Government of Ontario be urged to allocate a proportionate share of the new tax revenues generated from the sale of marijuana, to municipalities directly;

BE IT FURTHER RESOLVED that the Government of Canada and the Government of Ontario be urged to create a fund, similar to the Gas Tax Fund and the Clean Water and Wastewater Fund, from the new tax revenues generated by the sale of marijuana, to provide funding to municipalities for infrastructure projects;

BE IT FURTHER RESOLVED that a copy of this motion be sent to the Right Honourable Justin Trudeau, Prime Minister of Canada, Mr. Andrew Scheer, Leader of the Conservative Party of Canada, Mr. Jagmeet Singh, Leader of the New Democratic Party of Canada, Ms. Elizabeth May, Leader of the Green Party of Canada, all Members of Parliament, the Honourable Kathleen Wynne, Premier of Ontario, Mr. Patrick Brown, Leader of the Progressive Conservative Party of Ontario, Ms. Andrea Horwath, Leader of the New Democratic Party of Ontario, and all Members of Provincial Parliament in Ontario; and

BE IT FURTHER RESOLVED THAT a copy of this Motion be sent to the Federation of Canadian Municipalities (FCM), and the Association of Municipalities of Ontario (AMO) for their consideration.

Motion Carried Unanimously

Should you require any additional information with respect to the above matter, please contact the undersigned.

Yours truly,



Mary Masse
Clerk

/cl

cc: Honourable Kathleen Wynne, Premier of Ontario
cc: Mr. Andrew Scheer, Leader of the Conservative Party of Canada
cc: Mr. Jagmeet Singh, Leader of the New Democratic Party of Canada
cc: Ms. Elizabeth May, Leader of the Green Party of Canada
cc: Hon. Patrick Brown, Leader of Progressive Conservative Party
cc: Hon. Andrea Horwath, Leader of New Democratic Party
cc: Members of Provincial Parliament in Ontario
cc: Federation of Canadian Municipalities (FCM)
cc: Association of Municipalities Ontario (AMO)
cc: Via Email - All Ontario Municipalities

Monday	Tuesday	Wednesday	Thursday	Friday
<div><div><div>SENIORS' CENTRE for EXCELLENCE</div></div><div>29</div></div>	<div><div><div>30</div></div></div>	<div><div><div>31</div></div></div>	<div><div><div>01</div><div>9:00 Palmerston Walking - Arena 9:30 Arthur Walking - Arena 9:00 Drayton Walking - PMD 10:00 Coffee Morning - Clifford Hall 11:00 Harriston Exercise- KPC 3:15 SMART Exercise - VON Mt Forest 6:00 Writing Group - Arthur Library</div></div><div>08</div></div>	<div><div><div>02</div><div>9:00 Palmerston Walking - Arena 9:00 Drayton Walking - PMD 9:00 Harriston Walking - Arena 9:00 SMART Exercise PUC 9:30 SMART Exercise DRC 10:15 SMART Exercise PUC 1:00 Bridge - Arthur Seniors Hall 2:00 Carnegie Cafe- Sewing -Harriston Library</div></div><div>09</div></div>
<div><div><div>05</div><div>9:00 Palmerston Walking - Arena 9:00 Harriston Walking - Arena 9:00 SMART Exercise Clifford United Church 9:00 Euchre Drayton United Church 9:30 SMART Exercise Drayton Reformed Church 10:00 Yoga - PUC -\$5. per class 10:00 Line Dancing - Harriston Arena -\$3. per class</div></div><div>12</div></div>	<div><div><div>06</div><div>Good Food Box Payment Date 9:00 Arthur Exercise - ASH 9:30 Arthur Walking - Arena 9:00 SMART Exercise PUC 10:15 SMART Exercise PUC 10:30 Friendship Circle - MFPC 11:00 Harriston Exercise - KPC</div></div><div>13</div></div>	<div><div><div>07</div><div>9:00 Palmerston & Harriston Walking - Arena 9:30 Arthur Walking - Arena 9:00 SMART Exercise CUC 9:30 SMART Exercise DRC 1:00 Games Afternoon - Mt Forest DSP 7:00 Bereavement Group - Birmingham Retirement Community</div></div><div>14</div></div>	<div><div><div>08</div><div>9:00 Palmerston Walking - Arena 9:30 Arthur Walking - Arena 9:00 Drayton Walking - PMD 10:00 Coffee Morning - Clifford Hall 11:00 Harriston Exercise- KPC 3:15 SMART Exercise - VON Mt Forest</div></div><div>15</div></div>	<div><div><div>09</div><div>9:00 Palmerston Walking - Arena 9:00 Drayton Walking - PMD 9:00 Harriston Walking - Arena 9:00 SMART Exercise PUC 9:30 SMART Exercise DRC 10:15 SMART Exercise PUC 12:00 Drayton Dining- Income Tax Tips from Jason at Jack's Financial</div></div><div>16</div></div>
<div><div><div>12</div><div>9:00 Palmerston Walking - Arena 9:00 Harriston Walking - Arena 9:00 SMART Exercise CUC 9:00 Euchre DUC 9:30 SMART Exercise DRC 10:00 Yoga - PUC - \$5. per class 10:00 Line Dancing - Harriston Arena - \$3.00 per class</div></div><div>19</div></div>	<div><div><div>13</div><div>Good Food Box Drop Off Date 9:30 Drayton Walking - PMD 9:00 Arthur Exercise - ASH 9:30 Arthur Walking - Arena 9:00 SMART Exercise PUC 10:15 SMART Exercise PUC 10:30 Friendship Circle - MFPC 11:00 Harriston Exercise - KPC</div></div><div>20</div></div>	<div><div><div>14</div><div>9:00 Palmerston & Harriston Walking -Arena 9:30 Arthur Walking - Arena 9:00 SMART Exercise CUC 9:30 SMART Exercise DRC 12:00 Palm Dining- Tonia-Joy Skipper 1:00 Games Afternoon Mt Forest DSP 2:00 Art Workshop - Harriston Library \$5.00 per class -Crepe Paper Poppies</div></div><div>21</div></div>	<div><div><div>15</div><div>9:00 Palmerston Walking - Arena 9:30 Arthur Walking - Arena 9:00 Drayton Walking - PMD 10:00 Coffee Morning - Clifford Hall 11:00 Harriston Exercise- KPC 2:00 Hooks & Needles - Arthur Library 3:15 SMART Exercise - VON Mt Forest</div></div><div>22</div></div>	<div><div><div>16</div><div>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 12:00 Clifford Dining-Stamp Collecting by Jim Measures</div></div><div>23</div></div>
<div><div><div>19</div><div>9:00 Palmerston Walking - Arena 9:00 Harriston Walking - Arena 9:00 SMART Exercise Clifford United Church 9:00 Euchre Drayton United Church 9:30 SMART Exercise Drayton Reformed Church 10:00 Line Dancing - Harriston Arena -\$3. per class</div></div><div>26</div></div>	<div><div><div>20</div><div>9:00 Drayton Walking - PMD 9:00 SMART Exercise PUC 9:30 Arthur Walking - Arena 10:15 SMART Exercise PUC 10:30 Golden Hearts Luncheon - MFPC 11:00 Harriston Exercise - KPC 3:15 SMART Exercise - VON Mt Forest</div></div><div>27</div></div>	<div><div><div>21</div><div>9:00 Palmerston & Harriston Walking - Arena 9:30 Arthur Walking - Arena 9:00 SMART Exercise CUC 9:30 SMART Exercise DRC 1:00 Games Afternoon - Mt Forest DSP 2:00 Art Workshop - Palm Lib \$5.00 per class 2:00 Cards & Games \$2 - CNRA 2:30 Tech Talk-Clifford Lib-register</div></div><div>28</div></div>	<div><div><div>22</div><div>9:00 Palmerston Walking - Arena 9:30 Arthur Walking - Arena 9:00 Drayton Walking - PMD 10:00 Coffee Morning - Clifford Hall 11:00 Harriston Exercise- KPC 12:00 Arthur Dining - Wild Wellington Weather - Kyle Smith, Wellington Museum & Archives</div></div><div>01</div></div>	<div><div><div>23</div><div>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 10:15 SMART Exercise PUC</div></div><div>02</div></div>
<div><div><div>26</div><div>9:00 Palmerston Walking - Arena 9:00 Harriston Walking - Arena 9:00 SMART Exercise CUC 9:00 Euchre DUC 9:30 SMART Exercise DRC 10:00 Yoga - PUC - \$5.00 per class 10:00 Line Dancing - Harriston Arena -\$3. per class</div></div><div>27</div></div>	<div><div><div>27</div><div>9:00 Drayton Walking - PMD 9:00 SMART Exercise PUC 9:30 Arthur Walking - Arena 10:15 SMART Exercise PUC 10:30 Friendship Circle - MFPC 11:00 Harriston Exercise - KPC 3:15 SMART Exercise - VON Mt Forest</div></div><div>28</div></div>	<div><div><div>28</div><div>9:00 Palmerston Walking - Arena 9:00 Harriston Walking - Arena 9:30 Arthur Walking - Arena 10:00 Friendship Circle -MFPC 1:00 Games Afternoon - Mt Forest & District Sports Complex 12:00 Harriston Dining- Whittling with Wood - Guelph Carving Club- Ray and Karen</div></div><div>01</div></div>	<div><div><div>01</div><div>ASH - Arthur Seniors Hall CUC - Clifford United Church DRC - Drayton Reformed Church KPC - Knox Presbyterian Church CRNA -Palmerston Lib - Library</div></div><div>02</div></div>	<div><div><div>02</div><div>MFPC - Mount Forest Pentecostal Church PUC - Palmerston United Church VON - SMART 392 Main St North Mount Forest</div></div><div>03</div></div>



February 2018

A little Valentine's trivia: Did you know the earliest known Valentine's message was sent in 1477 in the form of a letter penned by one Margery Brews to a John Paston, who she described as 'my right well beloved Valentine'. February is filled with activities and we would love, pun intended, for you to join us at one or all of them. There are so many to choose from, whether it is the walking groups, dining programs or other activities, being social is good for our health. **We will be visiting our walking groups on the dates below; please wear pink or red to be eligible for fantastic prizes.**

Monday Feb 12th Palmerston Walking

Monday Feb 12th Harriston Walking

Wed Feb 14th Arthur Walking

Thurs Feb 16th Drayton Walking

CAUTION; WINTER WEATHER AHEAD! Just a reminder, our programs will not run if the school buses in North Wellington have been cancelled. Please check your local radio station, call Norwell District High School at 519.343.3107 and push 600 to hear the status of school buses in North Wellington, or if you're online visit www.stwdsts.ca. This cancellation policy will apply to all programs scheduled for that day.

Walking Groups Are Up and Running and are FREE! All you need is a pair of indoor shoes, a bottle of water and the desire to improve your fitness level. All are held at your local arena. Check your calendar to see the times and days for your community. Keep your money in your pocket, these are all free!

Living with Loss: Wednesday, February 7th @ 7 p.m. 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.

Arthur Writers Group Thursday, February 1st @ 6 p.m. Arthur Public Library, lower level; Doris Cassan will facilitate this writing group that will meet the first Thursday of the month. If you like to write fiction, short stories, poems or memoirs, this is the group for you. Please email Arthur.writers@outlook.com or call Doris at 519.848.2019 for more information or to register. FREE!

Gentle Yoga Mondays @10 a.m. Palmerston United Church 8 week session Dec 4 to Feb 12

Join local instructor Kerry Ammerman as she leads you through some gentle stretching that may increase your range of motion and overall strength. Register at 519.638.1000 as space is limited. \$5 per class.

Line Dancing - Mondays @ Harriston Arena @ 10 am. Continues to March 5. Kick up your heels and join this group that has successfully combined fun and fitness at the same time. No coordination required.

No Registration required \$3.00 per class

Art Workshop: Wednesday, February 14th @ 2:00p.m. Harriston Library- Donna Hirtle will bring out your artistic flair. Crepe Paper Products. \$5 per person. 2nd Wed of each month. Please call 519 638 0888

Cards and Games Afternoon Wednesday, February 21st CRNA building Palmerston @ 2p.m. - Cost is \$2 - all playing abilities are invited. – **Note: change—now 3rd Wednesday of the month.**

Art Workshop Wednesday, February 21st Palmerston Library @2 p.m. - Donna will bring out your artistic flair. Crepe Paper Products. Cost is \$5. 3rd Wednesday of each month Please register at 519.638.0888

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. On the 3rd Tuesday the Golden Hearts host a wonderful luncheon with speaker. A gre are at venue to learn about other community events and health programs available in Mount Forest and surrounding a.

Friendship Circle Wednesday February 28th, Palmerston United Church @ 10:00-11:00 a.m.—Last Wednesday of the month, 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; Come for lunch for just \$12.

Please register by calling 519-638-1000 or toll free 1-866-446-4546.

If the buses in North Wellington don't run our programs are cancelled.

Friday, February 9th 12 p.m. Drayton Reformed Church, **"Income Tax Tips and Estate Planning"** Jason from Jack's Financial will explain the pros and cons of reverse mortgages, share tax tips, as well as estate planning decisions and the potential financial implementations to your beneficiaries.

Wednesday, February 14th 12 p.m. Palmerston United Church, **"Toe Tapping Favourites"** join Tonia-Joy Skipper as she provides some of your favourite songs, many featuring the word "Love" for this Valentine's Day Event. Please brighten up the place by wearing Red or Pink to this event!

Friday, February 16th 12p.m. Clifford United Church **"Stamp Collecting"** join Clifford resident Jim Measures, who has been stamp collecting for many years, as he shares interesting and amusing stories about the stamps in his extensive collection.

Thursday, February 22nd 12 p.m. Arthur United Church, **"Wild Wellington Weather"** What is more Canadian than a hearty discussion about the weather? Kyle Smith from the Wellington County Museum & Archives, discusses some of the storms and tornadoes this area has experienced.

Wednesday, February 28th 12 p.m. Harriston Legion **"Whittling with Wood"** Guelph Carving Club members Ray and Karen will demonstrate their skills of whittling, carving of caricatures, carving in the round etc. You will leave wanting to join the club or form one in your own community.

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!

RECEIVED JAN 10 2018

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



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

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

Wellington Office
39 Elora Street South
Unit 1, Box 464
Harrington, Ontario N0G 1Z0

John Nater

Member of Parliament
Perth—Wellington

Online
E-Mail: John.Nater@parl.gc.ca

January 4, 2018

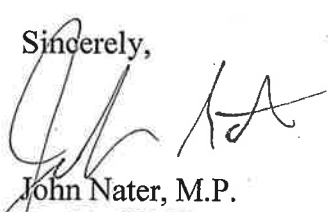
Jim Campbell, Chair
PO Box 127
1093 Marietta St
Wroxeter, ON N0G 2X0

Dear Mr. Campbell,

Enclosed, please find the response we received from the Minister of Public Safety and Emergency Preparedness.

This letter is in response to our inquiries on the flooding in Minto last June and the National Disaster Mitigation Program (NDMP). My office will keep you apprised of any future developments related to the NDMP.

Sincerely,


John Nater, M.P.
Perth—Wellington

c. Bill White, CAO of Minto





DEC 15 2017

Mr. John Nater, M.P.
Perth-Wellington
House of Commons
Ottawa, Ontario K1A 0A6

Dear Mr. Nater:

Thank you for your correspondence of September 12, 2017, that was forwarded to me by the Minister of Environment and Climate Change, concerning flooding in your riding. I share your commitment to reducing the risks associated with floods and ensuring the safety of Canadians.

The National Disaster Mitigation Program (NDMP) is focused on building a body of knowledge on flood risks in Canada, and investing in foundational flood mitigation activities. Under the current program, provincial and territorial governments are the eligible recipients for funding under the NDMP, and as such are responsible for the prioritization of applications among urban and rural municipalities. Rural authorities remain eligible for NDMP funding, and it is suggested that they work with their respective provinces and territories on the application process.

In addition to the NDMP, the Government of Canada has invested \$2 million in the creation of a Disaster Mitigation and Adaptation Fund (DMAF) as part of the Investing in Canada Plan. The DMAF will be a national, competitive, merit-based program, designed to support investments that will mitigate current and future climate risks, such as floods, wildfires and droughts by building or reinforcing constructed and natural infrastructure.

Thank you for taking the time to write to me on this important issue.

Yours sincerely,

The Honourable Ralph Goodale, P.C., M.P.

c.c.: The Honourable Catherine McKenna, P.C., M.P.
Minister of Environment and Climate Change

Mr. Ben Lobb, M.P.

Canada



Building Farmland Viability in Ontario

Thursday, April 5th, 2018

Wellington & District Community Centre, Prince Edward County

Co-hosts: Prince Edward County, Prince Edward Federation of Agriculture, Prince Edward Chamber of Commerce, and the Prince Edward County Winegrowers Association



Program

8:30 am

Registration

(Refreshments and light breakfast provided)

9:00 am

Welcome, Opening Remarks

Kathryn Enders, Executive Director, Ontario Farmland Trust
Bill Roberts, Chair, Community Economic Development Commission
Robert Quaiff, Mayor, Prince Edward County

9:30 am

Keynote Speaker – British Columbia's Experience in Farmland Protection and Viability: Perspectives and Experiences from the Agricultural Land Commission

Kim Grout, RPP, CEO, Agricultural Land Commission

The Agricultural Land Reserve (ALR) is a provincial zone within British Columbia where agriculture is recognized as the priority use. Through the ALR, 4.6 million hectares of agriculturally suitable land is protected across the Province. We will hear from the Agricultural Land Commission, an independent administrative tribunal that administers the ALR, about their experience protecting agricultural land and preserving its viability. This session will provide a valuable opportunity for Ontario land use planners and policy makers to learn more about this unique agricultural land protection model used in British Columbia.

- 10:30 am** **Panel – Planning Strategies and Tools to Preserve and Support Agricultural Viability**
LEAR – A Method for Determining Prime Agricultural Designations in Prince Edward County, Paul Walsh, RPP, Manager of Planning, Prince Edward County
Harvesting the Benefits of Agricultural Advisory Committees: Perspectives from Halton Region, Anna Demarchi-Meyers, Agricultural Liaison Officer, Halton Region
Community Improvement Plans: Aligning fiscal tools, land use regulations, and processes to support rural business and tourism in Haldimand County, Craig Manley, RPP, General Manager Planning & Economic Development, Haldimand County

Facilitator: Margaret Walton, RPP, Ontario Farmland Trust Board Member
- 11:30 am** **Lunch and Networking**
- 12:30 pm** **PLENARY: Provincial Policy Perspectives: How the Ontario Ministry of Agriculture, Food and Rural Affairs is Promoting Integration of Farmland Protection and Viability**
Helma Geerts, RPP, Policy Advisor, Ontario Ministry of Agriculture, Food and Rural Affairs
 OMAFRA will present on how provincial land use policy supports agricultural viability in Ontario. In particular, Helma will discuss how provincial policy and Guidelines on Permitted Uses in Prime Agricultural Areas help to maintain the agricultural land base and support a viable agriculture industry and rural economy. Examples will be provided of how farms are diversifying, particularly in Eastern Ontario. New Agricultural System policies for the Greater Golden Horseshoe and OMAFRA implementation procedures will also be touched on, as a new way of supporting a thriving agri-food sector.
- 1:20 pm** **PLENARY: Success Stories from the Field – How has planning positively influenced these Prince Edward County agricultural businesses?**
The Grange of Prince Edward Estate Vineyard & Winery, Caroline Granger
The Campbell's Orchards, Colin Campbell
Sunset Farms & Cabins, Matt Rabbie

Facilitator: Former Minister of Agriculture Hon. Lyle Vanclicf
- 2:05 pm** **Networking and Health Break**
- 2:30 pm** **PLENARY: Viable Farmland: Ontario's Past, Present, and Future**
Sara Epp, PhD Candidate and Sessional Lecturer, University of Guelph

 Ontario farmland viability has morphed and evolved over time. Together, we will travel through the province's history to determine how agriculture viability was supported during Ontario's past and present, as well as its future directions. Examples of current initiatives in support of agriculture from both southern and northern Ontario will be presented.
- 3:15 pm** **Wrap up & Concluding Remarks**
 Bernard Pope, Chair, Ontario Farmland Trust
 Kathryn Enders, Executive Director, Ontario Farmland Trust

A special thanks to our supporters:



No Images? [Click here](#)

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.

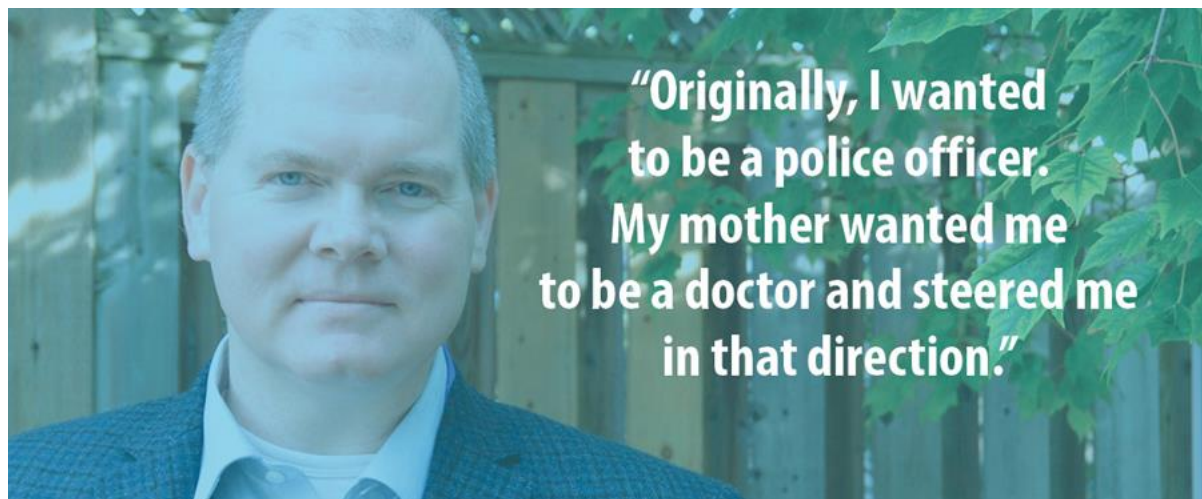


A Little More Time...

The gift of two more years

Raised in Germany, and losing her brother and giving birth to her son during the second World War, Dorothea had known some trying times. She had been through war, poverty, and the loss of loved ones. When she finally immigrated to Kitchener in 1953, she had few possessions but she had a smile on her face that was constant up until the day she died.

[Read more here.](#)



“Behind the people who make health possible”

Relentless Determination

Every day, thousands of people work behind the scenes across Waterloo Wellington with the ultimate goal of making it easy for you to be healthy, and to get the care and support you need. These nurses, doctors, therapists, personal support workers, business professionals, and many others are passionately dedicated to maintaining and improving your health.

By working closely with community partners like police services, municipalities, school boards,

businesses, and associations, they aim to make our vision of Healthy People, Thriving Communities, and Bright Futures come to life.

Who are these people and what drives them to devote their life to your health?

FACES of the Waterloo Wellington LHIN brings you closer to the people behind your health system – learn about their motivations, their experiences, and perhaps even more about your own health journey. Click on the image above to learn more about David and check **FACES** weekly for new stories.

For more information on the Waterloo Wellington LHIN visit our website at <http://www.waterloowellingtonlhin.on.ca/>.



Waterloo Wellington LHIN and CarePartners open new physiotherapy care centre in Waterloo Region

Residents in Waterloo Wellington who have had a total joint replacement, such as hip or knee surgery, now have access to a new physiotherapy care centre in Waterloo, helping them to recover and regain mobility as quickly as possible.

On Wednesday, January 24, the Waterloo Wellington Local Health Integration Network and CarePartners celebrated the grand opening of a new physiotherapy care centre at 490 Dutton Drive in Waterloo.

The model of care supports faster recovery by

Waterloo Wellington LHIN hosts Critical Conversations for health professionals in Kitchener and Fergus

On Wednesday, January 24, health professionals from Guelph-Puslinch and Wellington came together to listen to experts and discuss problem-solving strategies around addiction.

The roots of addiction, addiction management in primary care, and treatment resources were topics discussed amongst the participants in attendance.

Critical Conversations, accredited by the Royal College of Physicians and Surgeons Canada and by the Ontario College of Family

having patients receive services in the community alongside others recovering from similar procedures.

[Read more here.](#)

Physicians, is in its third year and brings together health professionals from across Waterloo Wellington to identify opportunities to make it easier for clinicians to support their patients.

[Read more here.](#)



Guelph General Hospital looking for patients to join Advisory Council

In an effort to improve the patient experience, the Guelph General Hospital is looking for patients to join a new advisory council called The Patient and Family Advisory Council.

Members of the council will provide lived experience and offer suggestions on how to improve things at the hospital. Some items they may weigh in on are parking, food, signage, waiting rooms, patient feedback, and patient education.

[Read more here.](#)

The Ministry of Health and Long-Term Care says failure is an option with smoking cessation

A new campaign launched by the Ministry of Health and Long-Term Care (MOHLTC) highlights the inevitability of failing in quitting smoking.

On average, it takes approximately 30 attempts to quit smoking - failure is part of the process. The MOHLTC wants people not to be discouraged by this and to keep going.

[Read more here.](#)

[Click here for video](#)

Wellbeing Waterloo Region

A community where no one is left behind

WWLHIN

Have you heard about Wellbeing Waterloo Region? It's a community initiative of participating citizens and organizations working to improve the wellbeing of local residents. Since 2016, the Waterloo Wellington Local Health Integration Network has helped lead a coalition of community partners working together to address the complex issues affecting the wellbeing of the community.

If you live in Waterloo Region and feel safe, healthy, and connected to the community, you are likely aware that not everyone enjoys the same economic security, good health, and opportunities to be involved. Or, you may be among those who are unable to enjoy the wellbeing and quality of life that your neighbours delight in. Whatever your experience living in Waterloo Region, it is the collective wellbeing of all individuals who live here that affects the overall wellbeing of our community.

Many of the challenges that affect the health of residents and the community are complex and require a coordinated, collective effort to bring about lasting positive change. Wellbeing Waterloo Region has identified several goals (also referred to as "big ideas") to help address local challenges. Together, the partnership is tackling these big ideas:

- Affordable Housing: Everyone has a place to call home.
- Healthy Children and Youth: All children and youth have the foundation they need to thrive and reach their potential.
- Social Inclusion: Welcoming communities embrace diversity, reduce social isolation, and enable everyone to belong.

Wellbeing Waterloo Region has a vision of working together to enhance wellbeing in our community so everyone thrives, and no one is left behind. More information about the membership, goals, and accomplishments of Wellbeing Waterloo Region is available on their website: www.wellbeingwaterloo.ca. If you are interested in getting involved, please email jenny.flaglergeorge@lhins.on.ca.

We want to hear from you! As a recipient of the Waterloo Wellington LHIN newsletter, your opinion will help shape what we publish each month. Click below to fill out a quick survey.

Partner News

Ontario Palliative Care Network - [Ontario Palliative Care Action Plan 2017-2020](#)

Grand River Hospital - [Alternatives for patients with less urgent needs.](#)

Temporary Drop-in Shelter in Downtown Kitchener Expected to Open Soon

House of Friendship - [February Potato Blitz around the corner!](#)

OHIP NEWS - [Free prescription medications for everyone under 24](#)

DIAGNOSTIC IMAGING AND EMERGENCY WAIT TIMES NOW AVAILABLE. [Click here for more.](#)

Waterloo Wellington CMHA launches Here4Kids

Button



Waterloo Wellington LHIN
141 Weber Street South
Waterloo, ON N2J 2A9



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February 2, 2018

Call to Action - Fire Medic Protection Needed for Municipal Governments

There is only a narrow opportunity before the provincial election for municipal governments to get legislated protection from arbitrators imposing fire medic pilots or programs on unwilling municipalities. This legislative opportunity is having this protection included in the upcoming Budget Bill expected in March or April 2018.

Bill 160, the *Strengthening Quality and Accountability for Patients Act*, is now law without the legislative amendments AMO and its members demanded to be included. The Province may assume that this issue has gone away with the legislation now in place.

It has not and now the risk is more dire. We need your voice now to secure these legislative changes before the House rises this spring. The window for any new legislation is closing soon – the Budget Bill is likely our last chance.

Please review and support the attached draft resolution. Please send it immediately to the Premier, and copy the Ministers and your local MPP. (See e-contacts below that will help you do this).

Your strong voice and support on this significant issue is needed and welcome.

Who to send resolution to:

- a. Office of the Premier, [Honourable Kathleen Wynne](#)
- b. Minister of Health and Long Term Care, [Honourable Dr. Eric Hoskins](#)
- c. Minister of Community Safety and Correctional Services, [Honourable Marie-France Lalonde](#)
- d. Minister of Labour, [Honourable Kevin Flynn](#)
- e. Minister of Municipal Affairs, [Honourable Bill Mauro](#)
- f. Your local MPP
- g. AMO, [AMO President](#).

AMO Contact: Monika Turner, Director of Policy, mturner@amo.on.ca, 416-971-9856 ext. 318.

PLEASE NOTE: AMO Breaking News will be broadcast to the member municipality's council, administrator, and clerk. Recipients of the AMO broadcasts are free to redistribute the AMO broadcasts to other municipal staff as required. We have decided to not add other staff to these broadcast lists in order to ensure accuracy and efficiency in the management of our various broadcast lists.

DISCLAIMER: Any documents attached are final versions. AMO assumes no responsibility for any discrepancies that may have been transmitted with this electronic version. The printed versions of the documents stand as the official record.

OPT-OUT: If you wish to opt-out of these email communications from AMO please click [here](#).



February 1, 2018

Association of Municipalities of Ontario (AMO)
200 University Avenue, Suite 801
Toronto, Ontario M5H 3C6
Email: amo@amo.on.ca

Rural Ontario Municipal Association
200 University Avenue, Suite 800
Toronto, Ontario M5H 3C6
Email: roma@roma.on.ca

Ontario Municipalities

Re: Offering School Property to Municipalities

Dear Sir/Madam,

At its regular council meeting of January 15, 2018, Essex Town Council discussed the ongoing issue of school closures throughout Ontario. These school closures in many cases result in properties that are left as vacant and unused for substantial periods of time and this often results in properties that not only become eyesores for the affected communities but as well often have further negative impacts on the social and economic development of that community and its municipality.

Many municipalities might be interested in purchasing these properties for development and sustainment as a hub in their community. However the feasibility of this certainly becomes more daunting and for some municipalities even impossible when municipalities that are interested in purchasing must first (pursuant to current regulations) purchase these properties at fair market value with taxpayer dollars and then may need to spend further taxpayer monies in order to retrofit and/or remediate the building (s) on these properties.

Given the fact that these properties were already originally purchased and developed into schools using taxpayer dollars we ask that consideration be given to the fact that the taxpayers should not again have to purchase these properties at fair market value if the intent



is for the particular Municipality to develop and/or sustain these properties for the betterment of its community.

As a result of the discussion the following resolution was passed by Essex Town Council at its January 15, 2018 regular meeting:

Moved by Councillor Bondy
Seconded by Councillor Voakes

(R18-01-013) That the Town of Essex send a request to the Association of Municipalities of Ontario (AMO), ROMA and all other municipalities in Ontario requesting that when schools boards make decisions to close schools, that they have to offer the building to the local municipality for a dollar.

Carried

Council believes that providing the opportunity to purchase the buildings for a dollar would give municipalities a meaningful opportunity to ensure that these properties remain a key hub for social and economic development in their respective communities.

Should you have any questions or comments regarding this matter, please feel free to contact the undersigned.

Yours truly,

A handwritten signature in black ink, appearing to read "R. Auger", written over a white background.

Robert Auger, L.L.B.
Clerk, Legal and Legislative Services
Town of Essex
Email: rauger@essex.ca

RA/Im

Update on Ombudsman Niagara investigation, the
Ombudsman visits correctional facilities, and more news
from Ontario's Ombudsman.

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NIAGARA INVESTIGATION NEARS COMPLETION

The Ombudsman team was in Niagara Region in January to conduct interviews and gather evidence as part of an ongoing Special Ombudsman Response Team investigation. The investigation focuses on an incident at a December 7 meeting of regional council during which a journalist and a citizen blogger were reportedly asked to leave the premises during a council meeting and had their property seized. [Read more about this investigation here](#). With most of the interviews now completed, the Ombudsman will soon begin drafting his findings and recommendations, which will be provided to the municipality for a response before a final report is published.



OMBUDSMAN VISITS CORRECTIONAL FACILITIES

On January 25, the Ombudsman and Director of Investigations Sue Haslam met with officials at the Ottawa-Carleton Detention Centre and toured the facility. The observational visit is one of several planned at jails and detention centres across the province, which are the top source of complaints to our office (some 4,000 per year). Ombudsman Dubé said he looks forward to seeing the infrastructure, living spaces and conditions of confinement firsthand, and meeting with stakeholders. Most complaints about correctional facilities are quickly resolved, but our staff flag urgent matters of health and safety, meet quarterly with senior officials to discuss complaint trends, and monitor potential systemic problems – such as the flawed system of tracking inmates in solitary confinement that sparked Mr. Dubé’s report, [Out of Oversight, Out of Mind](#).



WHAT'S NEW IN THE MUNICIPAL ACT? IT'S IN THE CARDS

Can you name the four new exceptions to the open meeting rules that were added to *Municipal Act, 2001*, effective January 1? Our two new [municipal “tip cards”](#) have that information and more, as a quick reference guide for council members and any followers of municipal matters. We debuted the cards at our booth at the [Rural Ontario Municipal Association’s annual conference](#), January 21-22 in Toronto, where Ombudsman Dubé and staff also attended several sessions and met with municipal stakeholders.



Check out our tip cards and other Ombudsman resources [here](#)

CLOSED MUNICIPAL MEETINGS: LATEST CASES AND NEWS

Township of Lanark Highlands: The Ombudsman found that council for the township contravened the *Municipal Act, 2001*, when it discussed financial software and another matter with staff in closed session on July 17, 2017. [Read the report here.](#)

Township of North Huron: A closed meeting on December 11, 2017, to discuss fire personnel did not contravene the open meeting rules, the Ombudsman found, because discussion fit within the listed exceptions. [Read the report here.](#)

New records: In January, council for the city of [Sarnia announced it would start recording closed meetings](#) – a practice that the Ombudsman routinely recommends to all municipalities for all meetings, to ensure complete and accurate records.

VISIT FROM THE CHIEF DIGITAL OFFICER OF ONTARIO

On January 16, Ombudsman staff heard from Hillary Hartley, the Chief Digital Officer of Ontario, about how her Ontario Digital Service team is working to transform government services. [Check out their website to learn more about what they do.](#)



VISIT FROM BERMUDA OMBUDSMAN STAFF

On January 8, our office welcomed Aquilah Fleming (left) from the Office of the Ombudsman for Bermuda. She met with members of our team to discuss our complaint handling and investigation processes.



NOW STREAMING: COMPLAINTS ABOUT MUNICIPAL DRAINAGE

Flooding, runoff, sewers, wells – drainage is a serious issue for municipalities, as Ombudsman staff have seen in our first two years of receiving municipal complaints. A steady trickle – about 30 per year – have to do with drainage issues, Ombudsman Legal Counsel Joanna Bull and Early Resolution Officer Jeff Cook told the [Drainage Superintendents Association of Ontario's conference](#) on January 25 in London, Ont. They explained how we've resolved cases by clarifying municipal processes (e.g., in one case where residents blamed the removal of a beaver dam for flood damage on their properties), and pointing out that our office is here to help as a “last-ditch” recourse. [Learn more about our municipal oversight here.](#)

FEBRUARY EVENTS - WHERE WE'LL BE

On February 15, Ombudsman staff will also be at the [Ontario University Registrars' Association](#) annual conference to share information and answer questions – and two members of our senior team will speak about how we work with universities to resolve cases. Our staff will also be at the Government and Consumer Services Fair at Cloverdale Mall in Toronto on February 24 - stop by to say hi and learn more about our work!



CASE SUMMARY: ZERO BALANCE

A student enrolled in a college's early childhood education program, but was unable to attend. She did inform the college, but because she missed the deadline to withdraw from the course, she received a grade of zero and had to pay \$1,400 in outstanding program fees. Our review determined that there had been miscommunication between the student and college administrators. As a result of our intervention, she was refunded the \$1,400, and the zero grade was removed from her transcript. Read more successful case resolutions [here](#).

CAREERS WITH THE OMBUDSMAN

Are you an energetic problem solver with an interest in



public policy? Our office is hiring early resolution officers.

[Click here to learn more.](#)

BROADER PUBLIC SECTOR CASES

The Ombudsman's mandate was expanded to include school boards on September 1, 2015, and to municipalities and universities on January 1, 2016.

To date, we've received 2,020 cases about school boards, 6,174 cases about municipalities and 486 cases about universities.

Like most of the 21,000-plus cases we receive each year, all but a few of these have been resolved without need for formal investigation.

[Learn more here](#)

File a complaint or contact us here

The Ombudsman is an independent officer of the Ontario legislature who conducts oversight of provincial government agencies and municipalities, universities and school boards. Ombudsman Paul Dubé began his five-year term on April 1, 2016.

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SAUGEEN VALLEY CONSERVATION AUTHORITY

Conservation through Cooperation

MINUTES

MEETING: Authority Meeting
DATE: Tuesday December 19, 2017
TIME: 1:00 p.m.
LOCATION: Administration Office, Formosa

CHAIR: Luke Charbonneau

MEMBERS PRESENT: John Bell, Robert Buckle, Maureen Couture, Mark Davis, Barbara Dobreen, Kevin Eccles, Brian Gamble, Wilf Gamble, Dan Gieruszak, Stewart Halliday, Steve McCabe, Mike Smith,

ABSENT WITH REGRETS: Sue Paterson, Andrew White

OTHERS PRESENT: Ben Cornell, Ward & Uptigrove
Wayne Brohman, General Manager/Secretary-Treasurer
Laura Molson, Manager, Accounting
Janice Hagan, Recording Secretary

Chair Luke Charbonneau called the meeting to order at 1:03 p.m.

1. Adoption of Agenda

MOTION #G17-107

Moved by Wilf Gamble

Seconded by Steve McCabe

THAT the agenda be adopted as presented.

CARRIED

2. Declaration of Pecuniary Interest

No persons declared a pecuniary interest relative to any item on the agenda.

3. Minutes of the Authority Meeting – October 17, 2017

MOTION #G17-108

Moved by Maureen Couture

Seconded by John Bell

THAT the minutes of the Authority meeting, held on October 17, 2017 be approved as circulated.

CARRIED

4. Presentations

a. Compensation Review – Closed Session

MOTION #G17-109

Moved by Barbara Dobreen

Seconded by Dan Gieruszak

THAT the Authority move to Closed Session, In Camera, to discuss matters about identifiable individuals; and further

THAT representatives from Ward & Uptigrove, Wayne Brohman, and Laura Molson remain in the meeting.

CARRIED

MOTION #G17-112

Moved by Steve McCabe

Seconded by Kevin Eccles

THAT the Authority adjourn from Closed Session, In Camera, and rise and report.

CARRIED

A coffee break was called at 2:29 p.m. Ben Cornell left the meeting.

The meeting was called back to order at 2:39 p.m.

MOTION #G17-113

Moved by Maureen Couture

Seconded by Brian Gamble

THAT the Authority approve and implement the 2018 pay bands effective January 1, 2018.

CARRIED

MOTION #G17-114

Moved by Barbara Dobreen

Seconded by Steve McCabe

THAT the Members direct the GM/S-T to communicate the market check and job evaluation results to staff by way of an information session presented by Ward & Uptigrove, a personalized letter for each employee and follow up meetings with individual staff as necessary.

CARRIED

5. Correspondence

- Copy of The Town of Saugeen Shores Report, dated December 16, 2016 forwarded via email by Linda White, Clerk, Town of Saugeen Shores, advising SVCA of the re-appointment of Authority Members, Luke Charbonneau and Mike Smith was **noted and filed**.
- Email from Brian Tocheri, Chief Administrative Officer/Clerk, Town of Hanover advising SVCA of the re-appointment of Authority Member Sue Paterson was **noted and filed**.
- Memo from the Municipality of Brockton, advising SVCA of the re-appointment of Authority Member Dan Gieruszak was **noted and filed**.

Authority Meeting – December 19, 2017

- Letter from Carolyn Vlieland-Marx, Deputy Clerk, Township of Chatsworth, advising SVCA of the re-appointment of Authority Member Brian Gamble was **noted and filed**.
- Letter from Karren Wallace, Director of Legislative Services/Clerk, Township of Wellington-North, advising SVCA of the re-appointment of Authority Member Steve McCabe was **noted and filed**.
- Email from Donna MacDougall, Clerk, Municipality of Kincardine, advising SVCA of the re-appointment of Authority Members Maureen Couture and Andrew White was **noted and filed**.
- Letter from Sonya Watson, Clerk, Township of Huron-Kinloss, advising SVCA of the re-appointment of Authority Member Wilf Gamble was **noted and filed**.
- Letter from Leanne Martin, CAO/Clerk, Municipality of South Bruce, advising SVCA of the re-appointment of Authority Member Robert Buckle was **noted and filed**.
- Email from Josh Brick, Deputy Clerk, Township of Southgate, advising SVCA of the re-appointment of Authority Member Barbara Dobreen was **noted and filed**.
- Email from Carol Watson, Clerk, Township of Howick, advising SVCA of the re-appointment of Authority Member Robert Buckle was **noted and filed**.
- Letter from Carolyn Vlieland-Marx, Deputy Clerk, Township of Chatsworth, regarding their motion for approval of the SVCA 2018 draft budget was **noted and filed**.
- Email from Nancy Michie, Administrator Clerk-Treasurer, Municipality of Morris-Turnberry, regarding approval of the SVCA 2018 draft budget was **noted and filed**.
- Letter from Raylene Martell, Director of Legislative Services/Clerk, Municipality of Grey Highlands, regarding their motion for approval of the SVCA 2018 draft budget was **noted and filed**.
- Letter from Brian Tocheri, CAO/Clerk, Town of Hanover, regarding their motion for approval of the SVCA 2018 draft budget was **noted and filed**.

6. Matters Arising from the Minutes

a. Wood's Agricultural Land Rental

The GM/S-T informed the Members that a tenant of the Woods' property agricultural lands has signed the lease contract for 2018 as presented.

b. Durham Middle Dam Board Removal

The GM/S-T informed the members that the land owners adjacent to the Durham Middle Dam will be notified by the Durham Campground supervisor when the boards are to be removed.

7. Reports

a. Finance Report

The GM/S-T pointed out that revenues for Planning & Regulations was significantly over budget due to a high volume of general inquiries and letters. Revenues for Education are down slightly due to a staff illness. It was noted that campgrounds were ahead in spite of inclement weather for 2017. Forestry revenues are currently lower but do not include tenders expected before year end. Agricultural land shows high expenses due to road repairs required for the McBeath pasture.

MOTION #G17-115

Moved by Mark Davis

Seconded by Kevin Eccles

THAT the Financial Report to October 31, 2017 be accepted as distributed and further;

THAT the Accounts Payable, totaling \$332,822.92 be approved as distributed.

CARRIED

b. Program Report

The GM/S-T informed the Members that the new Conservation Authorities Act has been passed in the Ontario Legislature. He reviewed some of the changes that may affect SVCA, including a requirement for the establishment of Bylaws, fee schedules, policies, and MOU's being made available to the public, and increased enforcement powers.

After discussion the following motion was passed:

MOTION #G17-116

Moved by Maureen Couture

Seconded by Barbara Dobreen

THAT the Program Report be received as information.

CARRIED

c. GLASI Program Update

The GM/S-T reviewed the GLASI program update submitted by Tori Waugh, Agricultural Outreach Program Coordinator, and explained that funding had been extended to March 2018, and that staff would like to research further funding opportunities in order to continue the program. The Members congratulated staff on an effective program that has been well received by the public.

MOTION #G17-117

Moved by Barbara Dobreen

Seconded by John Bell

THAT the GLASI Program update be received as information.

CARRIED

d. Planning and Regulations Action Items

The GM/S-T reviewed the Planning & Regulations Action items chart. There was discussion regarding the Memorandum of Agreements and this topic was deferred to Other Business – Planning Services Update (Item 9a).

8. New Business

a. 2018 Budget Vote

Laura Molson, Manager, Accounting, explained the budget voting process and the weighted system. After a brief discussion the following motions were carried:

MOTION #G17-118

Moved by Maureen Couture

Seconded by Stewart Halliday

THAT the Saugeen Valley Conservation Authority adopt the 2018 Budget as approved in principle at the October 17, 2017 meeting, and further

THAT the Authority share of the costs will be raised through general revenues, reserves, donations, general surplus and special and general levies in accordance with the Conservation Authorities Act, and further

THAT the General Manager/Secretary-Treasurer is hereby authorized to forward levy notices to the member municipalities.

A recorded vote was taken for the 2018 Budget with the following results:

Arran-Elderslie	Mark Davis	Yea
Brockton	Dan Gieruszak	Yea
Chatsworth	Brian Gamble	Yea
Grey-Highlands	Stewart Halliday	Yea
Hanover	Sue Paterson	Absent
Howick	Robert Buckle	Yea
Huron-Kinloss	Wilf Gamble	Yea
Kincardine	Maureen Couture	Yea
Kincardine	Andrew White	Absent
Minto	Steve McCabe	Yea
Morris-Turnberry	Robert Buckle	Yea
Saugeen Shores	Luke Charbonneau	Yea
Saugeen Shores	Mike Smith	Yea
South Bruce	Robert Buckle	Yea
Southgate	Barbara Dobreen	Yea
Wellington North	Steve McCabe	Yea
West Grey	John Bell	Yea
West Grey	Kevin Eccles	Yea

The result of the vote was 100 percent of the weighted average of those present in favour. Therefore, **Motion #G17-118 was CARRIED.**

MOTION #G17-119

Moved by Mike Smith

Seconded by John Bell

THAT the amount of \$1,663,755 be raised by General Levy in 2018, and further

THAT General Levy payments shall be due in two equal instalments on March 31 and June 30 and further

THAT late payments shall be subject to the Authority's normal late payment charge of 1.50% per month thereafter, and further

THAT, in accordance with Section 27(4) of the Conservation Authorities Act, R.S.O. 1990, the minimum sum that shall be levied against a participating municipality for administration costs shall be \$1,100.

CARRIED

b. 2018 Authority Meeting Schedule

After discussion the following motion was passed:

MOTION #G17-120

Moved by Mark Davis

Seconded by Wilf Gamble

THAT the 2018 Authority meeting schedule be adopted as presented.

CARRIED

Laura Molson left the meeting at 3:37 p.m.

c. Social Media Policy

The GM/S-T presented the draft Social Media Policy to the Authority Members. After discussion, the Members requested that various changes be made and that it be brought back to the January Authority meeting for further discussion.

9. Other Business

a. Memorandum of Understanding – Planning Services Update

The GM/S-T updated the Authority on the Planning Services MOU's. He told the Members that so far the Township of Howick and the Township of Melancthon had signed the MOU and that Huron County is in the process of signing. Grey County is still in contemplation.

b. Authority Member Appointments Update

The GM/S-T reported that notices regarding appointments had been emailed to member municipalities and that most had responded.

c. **News Articles**

The GM/S-T submitted articles from local newspapers regarding the SVCA for the purpose of keeping the Authority Members up to date on current events.

10. For the Good of the Committee

Maureen Couture brought forward news that the Stoney Island Trails Opening is scheduled for January 16, 2018 and that the Lieutenant Governor of Ontario will be in attendance.

There being no further business, the meeting adjourned at 4:10 p.m. on motion of John Bell.

Luke Charbonneau
Chair

Janice Hagan
Recording Secretary

SAUGEE VALLEY CONSERVATION AUTHORITY

Conservation through Cooperation

MINUTES

MEETING: Authority Annual Meeting
DATE: Tuesday, January 16, 2018
TIME: 1:00 p.m.
LOCATION: Administration Office, Formosa

CHAIR: Luke Charbonneau

MEMBERS PRESENT: John Bell, Robert Buckle, Maureen Couture, Mark Davis, Barbara Dobreen, Kevin Eccles, Brian Gamble, Wilf Gamble, Dan Gieruszak, Stewart Halliday, Sue Paterson, Mike Smith

ABSENT WITH REGRETS: Steve McCabe, Andrew White

OTHERS PRESENT: Al Leach, Vice President, Saugeen Valley Children's Safety Village
Wayne Brohman, General Manager/Secretary-Treasurer
Jim Penner, Manager, Forestry
Shannon Wood, Manager, Community Relations
Donna Lacey, Forestry Technician
Janice Hagan, Recording Secretary
Guests

Chair Luke Charbonneau called the meeting to order at 1:06 p.m. He welcomed the members and guests to the SVCA Annual Meeting.

1. Adoption of Agenda

MOTION #G18-01

Moved by Sue Paterson

Seconded by John Bell

THAT the agenda be adopted as presented.

CARRIED

2. Declaration of Pecuniary Interest

No persons declared a pecuniary interest relative to any item on the agenda.

3. Minutes of the Authority Meeting – December 19, 2017

MOTION #G18-02

Moved by Kevin Eccles

Seconded by Maureen Couture

THAT the minutes of the Authority meeting, held on December 19, 2017 be approved as circulated.

CARRIED

4. Introduction of Guests

Paul Eagleson, Warden, Bruce County, thanked the Authority for the invitation to bring greetings. He wished the members a successful, busy and prosperous year.

Catherine Dickison, Chair of the Saugeen Valley Conservation Foundation, thanked the Authority for the invitation.

Mitch Twolan, Honourable Mayor, Township of Huron-Kinloss brought greetings from the Township.

Anna Marie Fosbrooke, Honourable Mayor, Township of Southgate, brought greetings from the Township and acknowledged the efforts of the Authority.

Phil Beard, General Manager/Secretary-Treasurer, Maitland Valley Conservation Authority, introduced Jim Campbell, Chair, MVCA. They thanked SVCA for the invitation.

Rebecca Herbert, Councillor, Municipality of West Grey, thanked the Authority for the invitation and encouraged SVCA to continue to focus on the Planning & Regulations department.

David Inglis, Honourable Mayor, Municipality of Brockton, told the Authority that it was a pleasure to be in attendance at the Annual Meeting. He said that he appreciates what the SVCA accomplishes in the watershed, promoting conservation and economic development.

Al Leach, Vice President, Saugeen Valley Children's Safety Village, thanked the Authority for the opportunity to be at the Authority's general meeting.

Dick Hibma, Past Chair, Conservation Ontario, updated the members on key changes to the Conservation Authorities Act. He commended SVCA for their work and encouraged the members to continue to be active in the organization.

John McFee, Constituency Assistant to the Honourable Lisa Thompson, MPP, Huron Bruce, brought greetings from the office. He noted that Ms. Thompson had spoken in the Legislative Assembly of Ontario regarding Bill 139, in support of local control specifically that municipalities should continue to choose Authority appointment.

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Paul McQueen, Honourable Mayor, Municipality of Grey Highlands, brought greetings for 2018. He thanked Chair Charbonneau for the invitation to the Annual Meeting.

Tracey Allison, Resources Management Supervisor, Ministry of Natural Resources & Forestry, brought greetings from the Owen Sound Field office. She is looking forward to continuing an excellent relationship with SVCA. She thanked SVCA for the support.

Francis Chua Manager, Environment & Sustainability, Bruce Power, thanked SVCA for the invitation and commended staff for their passion and efforts regarding environmental issues. He told the members that Bruce Power has recommended a number of projects and will be continuing to partner with SVCA. He presented a cheque on behalf of Bruce Power to the Authority in the amount of \$106,000. This is to help offset the environmental impacts of operations including taking water from Lake Huron and cutting of trees for new parking lots. Planned projects include a safe canoe access at Saugeen Bluffs CA, dam removal, EAB eradication, tree planting initiatives, and drone technology.

5. Chair's Address

Chair Luke Charbonneau gave the following address:

"It has been my pleasure to serve as Chair of the Saugeen Valley Conservation Authority for the year 2017. We were reminded once again this year of why an agency like the SVCA is needed in our watershed.

On June 23rd, 149mm of rain fell in the Mount Forest area over the course of just 11 hours. This rain event caused significant flooding in the south Saugeen River and in our neighbouring watersheds. SVCA staff stood ready to provide flood warning information to our municipal partners as they managed this, sudden emergency in their communities. Once again our staff went above and beyond to help protect people from the effects of flooding.

This Authority is the best positioned agency in our watershed to monitor the river as it rises and falls, to record those changes and to ensure that people are kept out of harm's way.

We know that a robust SVCA flood warning system is vital to keeping people safe. That is why we have made investments this year in new flood warning software that will better serve our staff, municipal partners and, most importantly, the public.

In 2017, the Director of flood warning and longtime SVCA employee Gary Senior announced that he will be retiring in 2018. Gary's contributions to this Authority and to flood warning in particular have been extensive and he will be deeply missed. That said, I am very pleased that, thanks to Gary's leadership, we are well positioned to ensure that SVCA flood warning will continue unaffected in 2018 and beyond. The public has every reason to expect that this important service will continue to be reliable and even more effective and efficient in the years to come.

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A focused and effective SVCA planning and regulations department is also necessary to ensuring that people and property are protected from flooding in this watershed. Our mission to become MORE focused and MORE effective in this area has defined our activities in 2017.

The final adoption of the new Planning and Regulations Policy manual was an important step in setting expectations for our regulations officers. This document is now in force and effect and stands as a tool to allow this, and future, Authorities to further refine the role of our planning department and to hold it to account.

The ongoing development of a comprehensive planning and regulations file tracking system is making our planners more efficient and helping them to focus on making comments and issuing permits rather than on sifting through paper and searching for documents.

The successful completion of new Planning Services agreements with a number of watershed municipalities and the ongoing negotiation of all remaining agreements, is effectively eliminating unnecessary reviews of certain planning applications by this Authority. Through these efforts, we are improving the efficiency of our staff by focusing their knowledge and expertise in areas where they can actually make a difference.

With the final approval of new Teeswater Floodplain Mapping in February, we were able to show how new, detailed floodplain mapping can be created for targeted areas with high development potential and at relatively low cost. This project allowed a regionally important industrial expansion to take place in a way that complies with the SVCA regulation - and is proof positive that this Authority can be a partner in growing our communities when it is being focused and efficient in fulfilling its mandate to protect our watershed.

On top of all of that, our Planning and Regulations Department dealt with over 1,200 individual inquiries, delivered 133 clearances to facilitate the sale of properties, issued 234 Permits, made over 400 planning act comments and resolved 64 of more than 100 identified violations of the regulation. Out of all of this activity, this Authority found cause to deny only 2 of the applications that came before us this year.

It has been a very busy year and we owe our planning and regulations staff our thanks for all of their hard work.

Promoting and carrying out good watershed stewardship is another critical element in keeping flooding and the effects of flooding from putting our citizens and our communities at risk.

In 2017, this Authority planted 65,000 trees in our watershed and, through two property donations, ensured the permanent protection of over 200 acres of forested property in our communities.

We continued to provide education to our agricultural community to help them to preserve soil health and prevent erosion by planting cover crops and we assisted our partners in Grey Highlands in their effort to remove the Markdale Dam and advance our ongoing effort to restore the natural flow of the Saugeen River.

Meanwhile, our friends and partners with the Saugeen Valley Conservation Foundation advanced the message of Conservation through their annual events and promotional activities. At the same time they raised funds which were contributed to conservation activities and to the improvement of SVCA conservation areas.

Annual Meeting – January 16, 2018

This organization is lucky to have an abundance of volunteers and partner organizations helping us to deliver on our mandate. Without the contributions of groups like the foundation much of what we do would not be possible.

It certainly would not be possible to do our important work, protecting property and people without the outstanding efforts of our staff. It is not always easy to be an employee of this Authority BUT once again, in 2017, SVCA staff have gone over and above to serve this Authority and the public. I thank them all for their efforts.

2018 will be another year of change in this organization. Along with the departure of Gary Senior we will also be losing long time Forestry Manager Jim Penner. He has been a fixture of the SVCA and will be missed by his colleagues and by this Authority.

While the departure of these friends and colleagues is truly a loss to the organization, it is also an opportunity for rejuvenation and reinvention. This year will see changes in this organization which I am confident will strengthen it and improve its efficiency and effectiveness going forward.

Our efforts to improve and excel in flood warning, planning and regulatory enforcement and stewardship will continue in 2018. I am excited by the potential to carry on the work that has been started by this Authority and I am looking forward to continuing to work with all of you in 2018.
Thank you.”

Luke Charbonneau, Chair, SVCA

6. Election of Officers

Luke Charbonneau vacated the chair in favour of Jim Campbell, Chair Pro Tem, who conducted the elections.

MOTION #G18-03

Moved by Stewart Halliday

Seconded by Wilf Gamble

THAT Jim Campbell be appointed as Chair Pro Tem for the purposes of conducting the election of officers for 2018.

CARRIED

Jim Campbell declared all offices vacant and called for a motion to appoint two scrutineers, in the event of an election count.

MOTION #G18-04

Moved by Maureen Couture

Seconded by Kevin Eccles

THAT Phil Beard and Dick Hibma be appointed as scrutineers for the election of officers.

CARRIED

Election of Chair

Jim Campbell called for nominations for the position of Chair for 2018. Kevin Eccles nominated Luke Charbonneau. No further nominations were received.

MOTION #G18-05

Moved by John Bell

Seconded by Maureen Couture

THAT the nominations for the position of Chair of the Saugeen Valley Conservation Authority be closed.

CARRIED

Mr. Charbonneau thanked his nominator and agreed to let his name stand for nomination.

MOTION #G18-06

Moved by Kevin Eccles

Seconded by Wilf Gamble

THAT Luke Charbonneau be appointed Chair of the Saugeen Valley Conservation Authority for the year 2018.

CARRIED

Election of 1st Vice-Chair

Jim Campbell called for nominations for the position of 1st Vice-Chair for 2018. Stewart Halliday nominated Dan Gieruszak. No further nominations were received. Mr. Gieruszak agreed to have his name stand for nomination.

MOTION #G18-07

Moved by Luke Charbonneau

Seconded by Barbara Dobreen

THAT the nominations for the position of 1st Vice-Chair of the Saugeen Valley Conservation Authority be closed.

CARRIED

MOTION #G18-08

Moved by Maureen Couture

Seconded by Brian Gamble

THAT Dan Gieruszak be appointed as 1st Vice-Chair of the Saugeen Valley Conservation Authority for the year 2018.

CARRIED

Election of 2nd Vice-Chair

Jim Campbell called for nominations for the position of 2nd Vice-Chair for 2018. Wilf Gamble nominated Maureen Couture. No further nominations were received for 2nd Vice-Chair.

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MOTION #G18-09

Moved by Mike Smith

Seconded by Dan Gieruszak

THAT the nominations for the position of 2nd Vice-Chair of the Saugeen Valley Conservation Authority be closed.

CARRIED

Maureen Couture agreed to let her name stand for nomination.

MOTION #G18-10

Moved by Barbara Dobreen

Seconded by John Bell

THAT Maureen Couture be appointed 2nd Vice-Chair of the Saugeen Valley Conservation Authority for the year 2018.

CARRIED

Election to the Position of Member at Large

Jim Campbell called for nominations to fill the position of Member at Large for 2018. Luke Charbonneau nominated Kevin Eccles to fill the position of Member at Large. No further nominations were received.

MOTION #G18-11

Moved by John Bell

Seconded by Maureen Couture

THAT the nominations for the position of Member at Large of the Saugeen Valley Conservation Authority be closed.

CARRIED

Kevin Eccles was willing to let his name stand for nomination.

MOTION #G18-12

Moved by Luke Charbonneau

Seconded by Stewart Halliday

THAT Kevin Eccles be appointed to fill the position of Member at Large of the Saugeen Valley Conservation Authority for the year 2018.

CARRIED

Jim Campbell left the Chair Pro Tem position and Mr. Charbonneau took his place as Chair. He thanked the Authority for the vote of confidence in re-appointing him SVCA Chair for 2018.

7. Presentation – Saugeen Valley Children’s Safety Village

Al Leach, Vice President of the Saugeen Valley Children’s Safety Village gave a presentation to update the members on the Safety Village. He told the members that the renovations to the admin building had been completed. Sidewalks, fencing and curbs have been installed and the roadways are ready for paving in the spring. The SVCSV has obtained sponsorship money and many of the miniature buildings have been built. Professionals have been hired to develop educational programs and booking will begin shortly.

A coffee break was called at 2:24 p.m and the meeting was reconvened at 2:44 pm.

8. Matters Arising from the Minutes

a. Changes to Draft Social Media Policy

Wayne Brohman reviewed the draft Social Media Policy and the changes that had been requested previously by the Authority. The members asked for links to the photography waiver forms be placed in the document. After further discussion the following motion was passed:

MOTION #G18-13

Moved by Maureen Couture

Seconded by Mark Davis

THAT the SVCA Social Media Policy be approved as amended; and further

THAT the Social Media Policy become effective immediately.

CARRIED

9. Correspondence

- Copy of Letter from Raylene Martell, Director of Council and Legislative Services/Clerk, Municipality of Grey Highlands, regarding the appointment of Stuart Halliday as the SVCA representative was added to the agenda, **noted and filed**.

10. Reports

a. **Finance Report**

Wayne Brohman, General Manager/Secretary-Treasurer reviewed the Finance report to November 30, 2017 and noted that the year to date revenue is up 26% in the Environmental Planning and Regulations budget. He explained that this was due to the increase in permits. He also noted that the Flood Warning program is behind

Annual Meeting – January 16, 2018

in revenue and expenses due to the cost of the WHISKI Hub software which was delayed until December. He pointed out that the campground revenues were higher and expenses lower than budgeted and the campgrounds will show a reasonable surplus for the year. Forestry has awarded tenders for cutting and revenues are higher than forecasted. Wayne told the members that Bruce Power has generously given the Authority \$500,000 for various future projects.

MOTION #G18-14

Moved by Barbara Dobreen

Seconded by Mike Smith

THAT the Financial Report to November 30, 2017 be accepted as distributed and further;

THAT the Accounts Payable, totaling \$325,143.02 be approved as distributed.

CARRIED

b. Program Report

MOTION #G18-15

Moved by Maureen Couture

Seconded by Kevin Eccles

THAT the Program report be adopted as presented.

CARRIED

c. Planning & Regulations Action Items

The GM/S-T reviewed the Planning & Regulations Action Items. The Authority members discussed item #4 and the process involved in obtaining flood plain mapping. It was explained that peer group approval was a necessary part of the process. Erik Downing, Manager Planning & Regulations, will address this further at the next Authority meeting. There was no further discussion on this report.

d. Minutes of the Agricultural Advisory Committee Meeting – September 11, 2017

MOTION #G18-16

Moved by Dan Gieruszak

Seconded by John Bell

THAT the minutes of the Agricultural Advisory Committee, September 11, 2017 be received as circulated.

CARRIED

e. Minutes of the Forestry Committee Meeting – February 21, 2017

The Authority members noted the date of the Forestry Committee minutes and requested that draft committee minutes be received by the members even if they have not yet been approved by the committee.

MOTION #G118-17

Moved by John Bell

Seconded by Sue Paterson

THAT the minutes of the Forestry Committee, February 21, 2017 be received as circulated.

CARRIED

11. New Business

a. Committee Appointments

Appointment to Forestry Committee for 2018

MOTION #G18-18

Moved by Maureen Couture

Seconded by Mark Davis

THAT the following members be appointed to the Forestry Committee for 2018:

John Bell, Barbara Dobreen, Brian Gamble, and Sue Paterson.

CARRIED

Appointment to the Property & Building Committee for 2018

MOTION #G18-19

Moved by Sue Paterson

Seconded by Dan Gieruszak

THAT the following members be appointed to the Property & Building Committee for 2018:

Robert Buckle, Mark Davis, Kevin Eccles, and Stewart Halliday.

CARRIED

Appointment to Parks Committee for 2018

MOTION #G18-20

Moved by Wilf Gamble

Seconded by John Bell

THAT the following members be appointed to the Parks Committee for 2018:

Maureen Couture, Mark Davis, Kevin Eccles, and Dan Gieruszak.

CARRIED

Appointment to Agricultural Committee for 2018

MOTION #G18-21

Moved by Robert Buckle

Seconded by Barbara Dobreen

THAT the following three members be appointed to the Agricultural Advisory Committee for 2018:

John Bell, Steve McCabe, and Mike Smith.

CARRIED

Conservation Ontario Council Representatives

MOTION #G18-22

Moved by Maureen Couture

Seconded by Barbara Dobreen

THAT the Chair, Vice Chair, General Manager/Secretary-Treasurer serve as the representatives for Saugeen Valley Conservation Authority on the Conservation Ontario council for the year 2018.

CARRIED

12. Other Business

a. Planning & Regulations Customer Service Survey Update

The GM/S-T reviewed several survey submissions. The members discussed the confidentiality of the survey and that some people do not have confidence in using it. It was agreed that this is only one tool of communication. It was requested that the statistics of permits being withdrawn be provided.

b. Local Newspaper articles

The GM/S-T submitted articles from local newspapers regarding the SVCA for the purpose of keeping the Authority members up to date on current events.

There being no further business, the meeting adjourned at 3:50 p.m. on motion of Maureen Couture.

Luke Charbonneau
Chair

Janice Hagan
Recording Secretary



**Cultural Roundtable Committee Minutes
Monday, January 22, 2018 6:00 p.m.
LaunchIt Minto**

Attendance: Peggy Raftis, Megan Raftis, John Cox, Brooke McLean and Raissa Rogers. Staff present was Economic Development Assistant Taylor Keunen.

1. Call to Order at 6:06 p.m.

2. Minutes of Previous Meeting

a. Minutes of November 27, 2017

MOTION:

Moved By: Megan Raftis; Seconded By: Raissa Rogers

THAT the Cultural Roundtable Committee Minutes of November 27, 2017 be approved.

Carried

3. Committee Minutes for Approval

a. Minto Youth Action Council Minutes of December 6, 2017

MOTION:

Moved By: Raissa Rogers; Seconded By: John Cox

THAT the Minto Youth Action Council Meeting Minutes of December 6, 2017 be approved.

Carried

b. Railway Heritage Museum Minutes of January 9, 2018

MOTION:

Moved By: Brooke McLean; Seconded By: Megan Raftis

THAT the Railway Heritage Museum Committee Minutes of January 9, 2018 be approved.

Carried

4. Roundtable Discussion

a. 2018 Action Plan & Budget:

The Committee reviewed the 2017 Action Plan and made notes for additions and potential

changes for 2018. Peggy Raftis suggested waiting until more Committee members were present at the next meeting to set the 2018 budget.

b. SPARC Update:

Keunen reported that there would be a SPARC meeting on Monday January 29, 2018 to discuss moving forward with a Regional Hub. Peggy added that there was an email sent by Rebecca Ballarin from SPARC about signing up to the website and she encouraged all Minto SPARC members to register prior to the upcoming meeting.

c. Cool Cones Public Art Project:

Keunen shared that the deadline was quickly approaching for the Cool Cones Public Art Project and that while all ten cones were sponsored, there were only two art submissions. Peggy suggested that the deadline be extended another week or two, and that Norwell and direct messages to artists known by Committee members be sent out immediately. Keunen added that \$2,750.00 was being budgeted for the project.

5. Reports

Brooke Mclean shared that the Harriston Library would be having a Stuffy Sleepover on Friday January 26, 2018 to tie in with Family Literacy Day the following Saturday. She also shared that there would be a "Breakout Box" at the Library during March break and that there was now a Cricut and Padcaster for in-branch use available to the public. Raissa Rogers reported that the Crown Harriston was taking a break due from weekly films, but that they were taking on private bookings.

John Cox reminded the Committee of the Minto Chamber of Commerce's AGM on Monday February 12, 2017 at Gramma Jo's in Clifford and that tickets were \$20 per person. Keunen announced that Minto Fire & Ice: Family New Year's Eve Event was very successful despite the freezing temperatures. She shared that there was excellent attendance and that the planning committee was very grateful for the sponsors, volunteers and generous donations that make the event possible.

Peggy Raftis announced that the Grey-Wellington Theatre Guild's Spring Production, *Terms of Endearment*, would be taking place at the end of April/ She also announced that preparations for the youth production were in the works.

6. Adjournment at 7:01 p.m.

MOTION: Moved By: Brooke McLean THAT the Cultural Roundtable Committee meeting adjourn.

Carried



Economic Development and Planning Committee Minutes
Thursday, February 8, 2018 3:00 p.m.
Council Chambers

Attendance: Mayor George Bridge, Councillor Ron Elliott, Councillor Mary Lou Colwell, Chair Jonathan Zettler, Harold DeVries, Kirk Brownell, Kelly Schaeffer and Gerry Horst.
Staff Present: CAO Bill White. Treasurer Gordon Duff, Economic Development Manager Belinda Wick-Graham, Economic Development Assistant Taylor Keunen and Business Coordinator Somer Antonopoulos.

1. Call to Order at 3:02 pm by Chair Jonathan Zettler

2. Minutes of Previous Meeting

- a. Minutes of November 9, 2017

MOTION:

Moved By: Ron Elliott; Seconded By: Somer Antonopoulos

THAT the Economic Development Planning Committee Minutes of November 9, 2017 be approved.

Carried

3. Committee Minutes for Approval

- a. Harriston Downtown Revitalization Committee Minutes of December 11, 2017
Wick-Graham noted that there were no meetings in Clifford or Palmerston. She shared that the Ice Cream Cone Public Art Project deadline has been extended until Friday February 16, 2018. Wick-graham informed the Committee that there would be encore presentations of Roger Brooks' presentation in Elora, Erin and in Palmerston at the Norgan Theatre on March 7, 2018. She shared that the Downtown Revitalization Committees would be meeting quarterly in 2018 starting in March after the presentation to review the report and start new action plans.

4. Roundtable Discussion

- a. 2018 Top Priorities

Wick-Graham identified the top four priorities that were chosen by the Committee at the previous meeting.

- 1) Townfolio
- 2) Youth Spaces
- 3) Increased Promotion of Community Assets
- 4) Clifford Construction

She noted that the County of Wellington would be funding the community profile which would be embedded in the Town's Website, and that they would be collecting statistics and other data within the next month.

b. Chamber of Commerce Update

Somer announced that the Minto Chamber of Commerce Community Achievement Awards would take place on Thursday March 23, 2018 and that they were adding two new awards for youth, highlighted Outstanding Youth Citizenship.

c. LaunchIt Minto Update

Somer announced that there would be a Mobile Marketing Workshop taking place at LaunchIt on February 20/21 that would be a two-part lunch from 12:00 pm – 1:00 pm. She also announced that a Money Wise lunch and learn workshop with Judith Martin on March 6, 2018 from 11:30 am – 1:00 pm. Somer also announced that Live2Lead would be coming back to Minto and the date is set at the Norgan Theatre for Friday October 5, 2018. She welcomed Harold DeVries back to LaunchIt, sharing that he would be meeting with clients on the second Thursday of each month. She shared that 2nd Chance Employment would also be occupying an office space on the third Thursdays of each month to provide resume skills, etc., and that Tom Lusi from Wellington County would be at LaunchIt the fourth Thursday of each month. Somer updated the Committee that Kit Kat Photography was still occupying the retail location in the building and that McLaughlin Financial was returning to the office and signing a lease in February. She also announced that LaunchIt was expanded the Business Flight Program to Hanover with help from their Economic Development Manager, April Marshall, as LaunchIt would provide trainers and Hanover would provide space. Wick-Graham added that work is still being done with the Ag Incubator, with the county profile being added to the website. Somer also announced that the Mayor's Breakfasts would be taking place on April 13 in Clifford, April 20 in Harriston and on April 27 in Palmerston.

d. Clifford Construction Project Update

CAO White announced that Moorefield Excavating received the tender for the project at 3.5 million. He shared that it would be the biggest capital project with infrastructure, water, and sewer construction. White also shared that there is a planning process for commercial land past the downtown. He announced that construction would begin in either March or April, with a Public Meeting to take place in early March. Wick-Graham added that that everyone was on board, the same as the Harriston project, with the only difference being that they would not be charging Clifford businesses for promotions. She also announced that the Clifford RBC branch would be closing in August, with all staff moving to the Harriston branch and pushing more mobile banking.

5. Reports

a. Façade Grant - Shawn Wells - 107 William St. Palmerston

Wick-Graham shared Shawn Wells' structural grant letter, highlighting plans for 3 commercial units on the main street level. She shared that he qualified for the full \$3,000 grant.

RECOMMENDATION:

Moved By: George Bridge; Seconded by: Ron Elliott

THAT the Façade Grant for Shawn Wells at 107 William St. Palmerston for \$3,000 be paid in full.

Carried

7. Adjournment at 4:36 pm

MOTION: Moved By: Councillor Elliott

THAT the Economic Development Planning Committee meeting adjourn.

Minutes of Parks & Recreation Advisory Committee Meeting

Meeting Date: Monday, January 30, 2018

Meeting Location: Town of Minto Municipal Office

Present: Councillor Ron Elliott, Bob McEachern, Bill Raynard,
Geoff Gunson
Staff Present: Matthew Lubbers, Recreation Services Manager
Allan Carr, Recreation Facilities Manager
Greg Mallett, Recreation and Facilities Assistant
Regrets: Councillor Dave Turton, Ryan Fisk, Dorothy Grotenhuis

Councillor Ron Elliott called the meeting to order at 5:00 p.m.

Review of Minutes:

P.R.A.C. minutes from December 18th, 2017 were reviewed.

MOTION:

Moved by: Bill Raynard and Seconded by: Geoff Gunson

THAT:

The P.R.A.C. minutes of December 18th, 2017 be approved as circulated.

CARRIED

Services Manager's Reports:

Program Progress Report

Services Manager Lubbers is gearing up for spring programming. The Try It Sports program will be running again this year as well as the Grassroots Basketball program. The dates for Mass Registration have been set for March 6th in Clifford, March 7th in Harriston and March 8th in Palmerston. There will be an additional registration night to sign up for swimming lessons in late May, which is new this year.

Program Progress Report

Services Manager Lubbers reported the he has been working on a RFP for an after-school program. This program would be run out of the two local elementary schools. The Town has switched from Red Cross to Lifesaving Society swimming lessons for the upcoming season. This is being done due to the indoor pools in Hanover and Wingham making the switch. The majority of our new lifeguards get their certification through these pools.

Facilities Manager's Reports:

Facilities Maintenance

Facilities Manager Allan Carr reported that the heater in the curling club area and the hot water heater at the Harriston Arena have both been repaired. The Palmerston Arena has received a loaner Olympia as the old one needed repairs. With the new Olympia ordered there will be no charge for the use of the loaner Olympia. The overhead door at the Clifford Arena needed to be repaired and some rentals were moved to Harriston because of this.

Facility and Sports Field Usage

Ice usage in all facilities is strong. A tournament in Clifford ran for the Peewee LL age group in January. Minto Minor Hockey also ran 2 other tournaments in January. Walking groups have started in both Palmerston and Harriston in the auditoriums and continue to be well

Minutes of Parks & Recreation Advisory Committee Meeting

Meeting Date: Monday, January 30, 2018

Meeting Location: Town of Minto Municipal Office

attended. The 2nd annual Fire and Ice event in Palmerston went well with lots of people attending, even with the extremely cold temperatures

Community Meetings

Facilities Manager Allan Carr reported that there will be a community meeting held at 7:00pm on Monday, March 5th at the Town Office. This meeting will allow various local groups and members of the public to learn more and voice their opinion on the current usages as well as future projects and initiatives of parks and green spaces in Harriston.

MOTION:

Moved by: Bill Raynard

THAT:

P.R.A.C. adjourn at 6:15 p.m.

The next meeting is Monday March 5th at 5:00 p.m. at the Town Office.

Greg Mallett
Recreation and Facilities Assistant
Parks & Recreation Advisory Committee

Building Department Monthly Review



January 2018



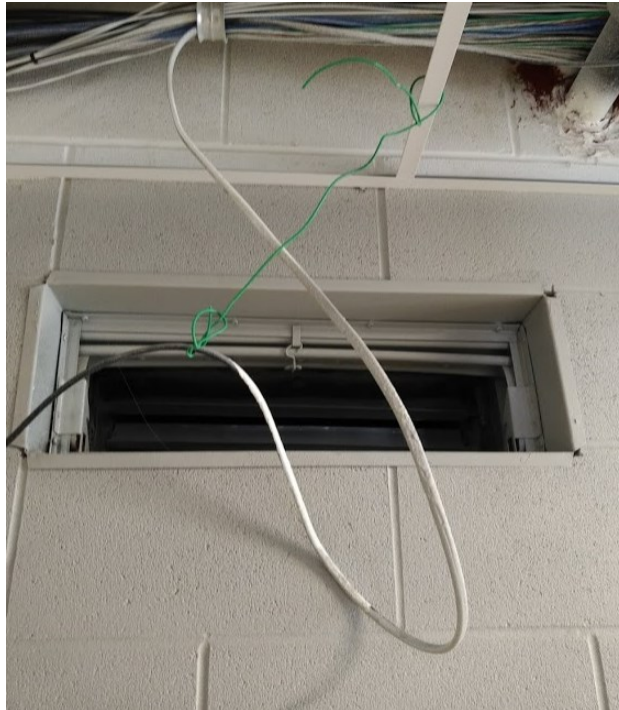
January Permit Activity

- The Construction Sector has started off strong for this time of year
- 6 Permits issued resulting in \$0.92 Million constructed value

	2018		2017	
PERMIT TYPE	PERMITS ISSUED	DOLLAR VALUE	PERMITS ISSUED	DOLLAR VALUE
Single Family Dwelling	0	\$ -	0	\$ -
Multiple Family Dwelling	0	\$ -	0	\$ -
Accessory Dwelling	0	\$ -	0	\$ -
Residential Additions/Renovations	1	\$ 5,000.00	0	\$ -
Residential Accessory Structures	0	\$ -	0	\$ -
Residential Pool Enclosures/Decks	0	\$ -	0	\$ -
Commercial Permits	2	\$ 268,000.00	0	\$ -
Industrial	0	\$ -	0	\$ -
Institutional	0	\$ -	0	\$ -
Agricultural	3	\$ 648,000.00	0	\$ -
Sewage Systems	0	\$ -	0	\$ -
Demolitions	0	\$ -	0	\$ -
Monthly Total	6	\$ 921,000.00	0	\$ -
Total Year to Date	6	\$ 921,000.00	0	\$ -

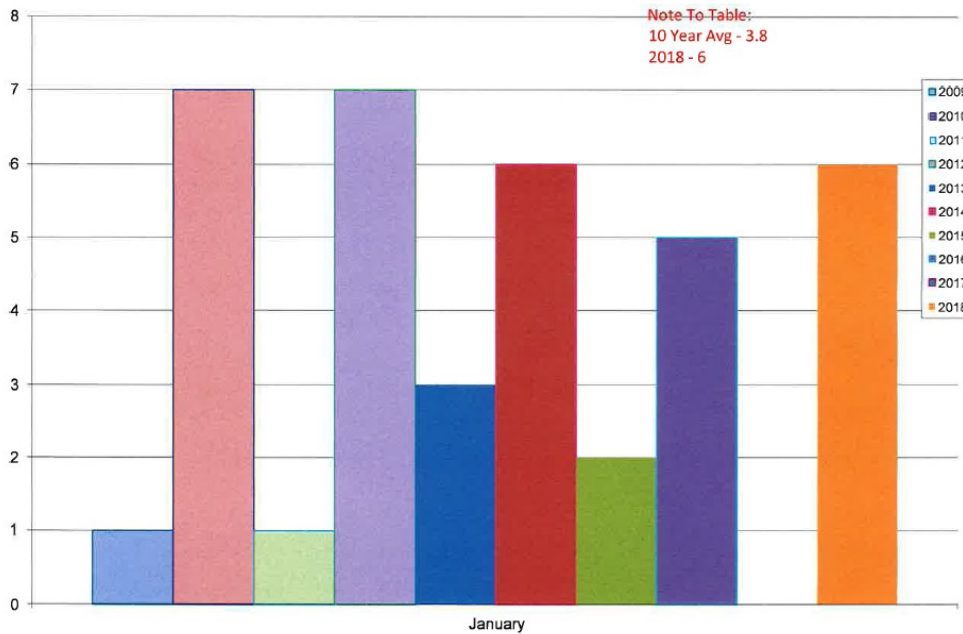
January's Highlights

- Highlights include:
 - 3 Agricultural Permits, including a new Dairy Heifer Barn and a major Commercial Renovation



10 Year Permit Numbers

- 10 Year Average – 3.8
- Year To Date – 6 Permits



10 Year Construction Value

- 10 Year Average - \$210,600
- Year To Date - \$921,000



Questions/Comments





TOWN OF MINTO

DATE: February 14, 2018

REPORT TO: Mayor and Council

FROM: Terry Kuipers, C.B.O

SUBJECT: Wraithaven Homes Request for Model Unit

STRATEGIC PLAN:

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

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

BACKGROUND:

The Town received a request to permit the construction of one model unit to be constructed on lot 10 within the Creekbank Meadows Subdivision in the former Town of Palmerston.



The Town has a signed subdivision agreement with the developer, and retains the securities outlined within the agreement. The developer is close to final Subdivision Approval, and has

installed the base of the road and services to the 38 units within phase 1. Connections to the Sanitary and Water mains on Main Street East have not been completed to date, due to the time of year. The proposal is to connect to these mains once the frost is out of the ground. The timing of this is favourable to the Town, as it allows for a better quality of road repair opposed to attempting the connections in the winter month.

The construction of model homes allow the developer to start construction on committed units or for marketing/advertising purposes before the County issues final approval to allow the subdivision plan to be registered on title to legally create the lots. Based on the draft agreement, this creates a situation where up to two homes are located on one lot except that model homes cannot be occupied as a dwelling unit until the lots are legally created.

The attached model home agreement allows for the homes to be built without full connection to services so they are not habitable. The Developer will need to make sure the homes comply with setbacks, grading and other requirements so that when the draft plan is registered they can become part of the subdivision and can be habitable. A security of \$5,000 per model unit would be retained to remove or relocate the model homes if the draft plan is not final by July 1, 2018.

COMMENTS:

Staff is satisfied the model home agreement protects the Town's interest. As an added measure of protection, the Town holds the securities for Phase 1 of the subdivision which will help ensure that progress towards final plan registration is made. As part of the Building Permit application, the Builder is required to submit a site/grading plan completed by an engineer or surveyor which will demonstrate the proposed model home will comply with the setback requirements on when the lots are legally established. Prior to release of the deposit and issuance of a final Building Permit, the agreement contains provisions requiring the Builder hire a surveyor to verify the location of the model on the newly created lot.

FINANCIAL CONSIDERATIONS:

The Town's financial interests are protected by the Model Home Agreement and proposed subdivision agreement.

RECOMMENDATION:

That Council receives the Chief Building Official's report dated February 14, 2018 report Wraithaven Homes Request For Model Unit and approves one model home on the subdivision subject to the Builder signing a model home agreement in the form attached to this report and providing security in the amount of \$5,000 per unit prior to a conditional building permit being issued by the Chief Building Official for the Town.

Terry Kuipers, C.B.O

THIS AGREEMENT made this 14th day of February 2018,
BETWEEN:

THE CORPORATION OF THE TOWN OF MINTO
(hereinafter called the "TOWN") OF THE FIRST PART

- and -

WRIGHTHAVEN HOMES LIMITED
(hereinafter called the "OWNERS") OF THE SECOND PART

WHEREAS the Owners represent and warrants to be the lawful and registered Owners of the lands and premises, (the "Subject Property") as described in Schedule "A" to this Agreement;

AND WHEREAS the Town is required to execute a subdivision agreement with the owner pursuant to a draft plan approval issued by the County of Wellington respecting the lands described in Schedule "A";

AND WHEREAS the Owner has applied to the Town for permission to erect model homes on the lands described in Schedule "A" prior to execution of a subdivision agreement with the Town and the request has been approved the Council of the Town of Minto subject to certain conditions;

NOW THEREFORE THIS AGREEMENT WITNESSETH in consideration of the mutual covenants hereinafter expressed and other good and valuable consideration, the parties hereto agree one with the other as follows:

1. The lands affected by this agreement are as follows:

ALL AND SINGULAR that certain parcel or tract of land and premises situate, lying and being in the Town of Minto, County of Wellington, and being composed of Concession 1, Part of Lot 20, RP 61R11191 Part of Part 1 according to an unregistered Plan of Subdivision, as shown outlined in red on Schedule "A" attached hereto.

2. The Town hereby agrees to the erection, by the Owner, of one (1) Model Home prior to registration of the Plan of Subdivision as shown as outlined in red on Schedule "A" attached hereto on proposed Lot 10.

3. The Owner covenants and agrees to construct the Model Homes in compliance with all applicable by-laws and/or regulations and to make the necessary application and to obtain conditional building permits prior to commencement of construction including excavations for foundations.
4. The Owner covenants and agrees to grade the lot(s) and establish finished floor elevations in accordance with the subdivision grading plans as approved by the Public Works Department in consultation with the registered professional consulting engineer for the Town and to provide temporary measures to accommodate drainage to the satisfaction of the Town's Chief Building Official.
5. The Owner covenants and agrees to provide adequate, properly signed, off-street parking on the site to the satisfaction of the Town.
6. The Town agrees that a conditional building permit will be issued upon compliance with the Ontario Building Code and all applicable laws and regulations and other requirements other than the registration of the Plan. A conditional permit will be issued by the Chief Building Official for the Town and the Owner covenants and agrees to register the Plan of Subdivision and thereafter obtain a completion permit as expeditiously as possible or no later than July 1, 2018.
7. The Owner agrees that as part of the completion permit application, the Owner will provide a survey of the location of the proposed model homes to ensure zoning compliance with once the subdivision is registered and property boundaries created for Lot 10.
8. The Owner covenants and agrees that, in the event that it is found that a building has not been constructed in compliance with all applicable laws, regulations and other requirements following registration of the Plan of Subdivision (eg; zoning compliance), the Owner will immediately take steps to bring the said building into compliance. The Owner may have reasonable time where appropriate to pursue a Committee of Adjustment application or a Rezoning application.
9. If the application(s) noted in 8 above is not successful or not pursued to completion within a reasonable time, then the Owner covenants and agrees to redline the subdivision plan to accommodate compliance to the satisfaction of the Chief Building

Official or to demolish the non-complying building(s) at no cost to the Town.

10. If the Owner fails to redline the plans or to demolish the said building(s) within the above mentioned time limits, the Town, its employees, agents and/or contractors, may enter upon the lands and undertake the said demolition at the Owner's expense. The cost of such demolition may be deducted from the securities posted by the Owner pursuant to this agreement, and if the said securities are insufficient, the Owner will pay the balance outstanding to the Town forthwith upon receipt of an invoice from the Town.
11. The Owner hereby grants to the Town, its employees, agents and/or contractors permission to enter upon the lands for the purpose of carrying out the said demolition.
12. It is understood and agreed that the purpose of this agreement is to permit the Owner to erect one (1) Model Home prior to registration of the Plan of Subdivision. The Owner further covenants and agrees that they will not permit occupancy of the said Model Homes until such time as the Plan is registered, the Owner has obtain a Completion Permit and satisfied the requirements for occupancy to the satisfaction of the Chief Building Official.
13. The number of Model Homes that can be erected shall be based on a maximum of one Model Home for every 0.52 hectares of draft approved, residentially zoned land within the proposed Plan of Subdivision.
14. The Owner covenants and agrees submit to the Town, upon execution of this agreement, in a form satisfactory to the Director of Corporate Services for the Town, cash or an irrevocable letter of credit in an amount of \$5,000.00 per unit, to secure the obligations of the Owner under this agreement. It is understood and agreed that draws on the said letter of credit may be undertaken if such draws are deemed appropriate by the Chief Building Official.
15. The Owner shall and does hereby and at all times indemnify and save harmless the Town, its officers, employees, agents/contractors from and against all actions, causes of action, suits, claims, demands, costs, damages, expenses or losses which they may bear, suffer or be put to arising out of or in any way connected with this

agreement.

16. The Owner agrees to provide proof of public liability and property damage Insurance in the amount of \$5 million dollars to the satisfaction of the Town. The Town shall be named as added insured.
17. The Owner shall comply with all requirements of the County of Wellington including but not limited to conditions of draft plan approval for the subdivision and any other applicable requirements.
18. The Owner covenants and agrees to comply with all financial and other requirements of the Town's policies prior to the issuance of said conditional permit.
19. The Owner consents to the registration of this agreement on title to the subject lands if deemed necessary by the Town.
20. It is agreed that this agreement shall be binding upon the parties hereto and their respective executors, heirs, administrators, trustees, successors and assigns. Failure to comply with any section of this agreement will lead to the immediate revocation of the Conditional Permit.
21. The security in the amount of \$5,000 or any remaining balance shall be returned to the Owner by the Town upon compliance with this agreement and upon release of a completion permit from the Chief Building Official for the Town.
22. The Owner agrees to comply with all terms and conditions of any applicable Financial Agreement with the Town of Minto, including the payment of any Capital provisions and Development Charges in effect at the time of issuance of a Conditional Permit.
23. The Owner acknowledges the Town is not responsible for maintaining any driveway access, roadway, water line, sewer line or any other infrastructure constructed to service any one or more of the model homes to be constructed by the Owner. The Owner further covenants and agrees as follows:

- (a) to maintain an access route to the Model Home construction site, capable of supporting firefighting equipment, that is free and clear of all construction debris and materials.
 - (b) to prohibit open air burning on the construction site.
 - (c) to immediately install a water meter on any waterline accessing the subject lands prior to using any water whatsoever and to pay upon billing all applicable charges for water and sewer use for any and all of the model homes.
 - (d) to keep a water supply for fire suppression purposes, to the satisfaction of the Towns Fire Chief, accessible and operational.
24. If any provision of this Agreement or portion thereof or the application thereof to any person or circumstances shall, to any extent, be invalid or unenforceable, then the remainder of this Agreement and its application to any person or circumstances shall not be affected.
25. This Agreement shall be interpreted and governed by the laws of the Province of Ontario.
26. This Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective heirs, executors, administrators, successors and assigns, as the case may be.

IN WITNESS WHEREOF the individuals have hereunto set their hands and seals and the Town has hereunto affixed its Corporate Seals as attested by their proper signing officers in that behalf.

OWNERS

Steven Wright

Witness:

Witness:

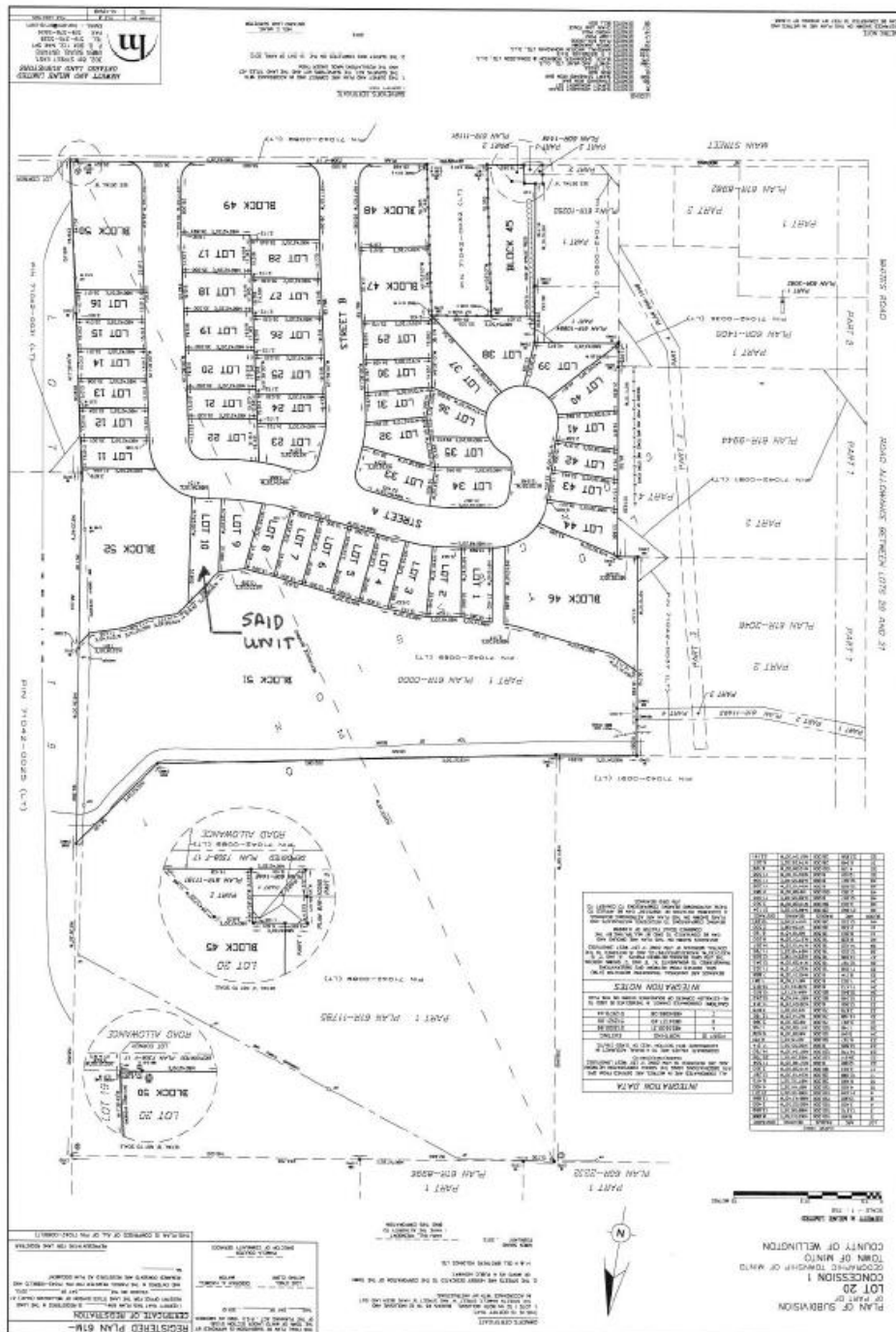
THE CORPORATION OF THE TOWN OF MINTO

By: _____
George Bridge, Mayor

By: _____
Bill White, C.A.O. Clerk

I/we have authority to bind the Corporation.

Schedule "A" –Draft Plan and Description of the Subject Property



**TOWN OF MINTO**

DATE: February 20th, 2018
REPORT TO: Mayor and Council
FROM: Todd Cowan, JHSC Co-Chair
Greg Mallett, JHSC Co-Chair
SUBJECT: Joint Health and Safety Committee Annual Update

STRATEGIC PLAN:

Ensure all staff work toward achieving the goals and objectives found in the strategic plan in a safe manner that will not endanger themselves or others.

BACKGROUND:

The Town has a multi-site Joint Health and Safety Committee in place as per Occupational Health and Safety Act (OHSA). The main tasks of the committee are to establish an annual work plan, meet bi-monthly and conduct semi-annual inspections. The committee also reviews programs and policies regarding health and safety and provides assistance and advice to workers and supervisors when requested.

COMMENTS:

All staff employed by the Town complete Health & Safety Refresher training and a test annually. This test covers our Health and Safety Policy Statement, Work Refusal Process, Workplace Violence and Harassment Policy and WHMIS. New staff must complete more comprehensive training program upon hire.

Recreation Services Manager Lubbers provided an overview of how the defib at the Harriston Train Station works to members of the Harriston 55+ Club in April.

Spring inspections took place on April 27th and fall inspections took place in late October.

FINANCIAL CONSIDERATIONS:

The proposed JHSC budget for 2018 is \$5,000.

RECOMMENDATION:

That Council of the Town of Minto receives the February 20th, 2018 report from the JHSC Co-Chair entitled Joint Health and Safety Committee Annual Update for information.

Greg Mallett, JHSC Co-Chair



TOWN OF MINTO

DATE: February 2nd, 2018
REPORT TO: Mayor and Council
FROM: Matthew Lubbers, Recreation Services Manager
SUBJECT: Trails Funding Programme

STRATEGIC PLAN:

7.1 Create a supportive pedestrian and cycling environment by pursuing active transportation and walkable community initiatives in accordance with County and local plans and in cooperation with local groups and organizations.

BACKGROUND:

The County of Wellington created a Trail Funding Programme in February of 2015 providing a maximum of \$350,000 over 3 years to encourage local municipalities to develop trails within their communities. With 7 municipalities in Wellington, the Town of Minto is eligible to receive up to \$50,000 through this program until November 30th, 2018. The County is prepared to match funds spent by the Town on trails development so long as the project or projects are supported by a resolution of Town of Minto Council and by the County of Wellington's Planning Committee. The Town received \$29,173.76 from the County for projects in 2015 and 2016 leaving up to \$20,826.24 available.

COMMENTS:

The Recreation Department spent \$43,290.30 on four trail development initiatives in 2017. Projects included the purchase of a boom flair mower attachment, a scraper as well as tree maintenance and trail regrading.

FINANCIAL CONSIDERATIONS:

Partial funding of these expenditures, or \$20,826.24, will be considered by the County's Planning Committee upon a resolution of endorsement from this Council. Supporting invoices will be submitted to County staff. This would mean the Town has utilized the existing programme to its fullest. A new programme may be a possibility moving forward.

RECOMMENDATION:

That Council receives the Recreation Services Manager's February 2nd, 2018 report regarding Trails Funding Programme and endorses these trails initiatives and expenditures from 2017 and requests \$20,826.24 in funding from the County Trail Funding Programme.

Matthew Lubbers, Recreation Services Manager



TOWN OF MINTO

DATE: February 1, 2018

REPORT TO: Mayor and Council

FROM: Chris Harrow

SUBJECT: New Proposed FPPA Regulations

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:

Beginning January 2017, the Ministry of Community Safety and Correctional Services undertook a review of the Fire Protection and Prevention Act (FPPA) with the mandate to modernize fire service delivery. They formed a technical table and invited groups from all aspects of the fire service to provide recommendations to the Ministry. The Firefighter's union, the Office of the Fire Marshal and Emergency Management, the Ontario Association of Fire Chiefs, and many Fire Chiefs were randomly selected to sit at the technical table.

The group was tasked with coming up with some recommendations for updating the FPPA since it has not had significant updates since it was written in 1997. The group was eventually directed to focus on two particular areas, the need for community risk assessments and mandatory training requirements.

The Association of Municipalities of Ontario (AMO) released the attached position paper on the regulations. Comments on the regulations are welcomed until March 11, 2018.

COMMENTS:

The draft regulations are a drastic change in the way the Fire Service operates, specifically the mandatory training and certification regulation. If the regulation is approved any Firefighter in the Province of Ontario will have to be certified to the specific standard adopted by the Province, NFPA.

The regulation outlines the need for any Firefighters performing specific duties to be certified. For example, a Firefighter running a Pumper truck at a scene needs to be certified in Pumper Operations. As well, future members of our specialty rescue teams, water and confined space, will need to be certified to the NFPA standards.

The idea of mandatory certification is a good idea provided there is a standard for Firefighters to be trained to and a mechanism in place to demonstrate their knowledge and skills. However, there is going to be a great deal of demand placed on new Firefighters

coming into the service. As a volunteer department, Minto Fire does not have the luxury of specialists dedicated to one area. Firefighters perform a variety of roles (Firefighters, Pump Operators, Public Educators, Trainers, etc). The new regulations will require them to obtain certifications in each area they are involved in.

The new regulations are quite clear, any Firefighter hired before January 1, 2019 is exempt from the new regulations. This means existing Firefighters will not need to obtain certifications for the duties they currently perform. However, the question is does a firefighter looking to upgrade their position in the fire service need to obtain the relevant certification first? This will require Minto Fire to ensure we have a vibrant succession plan in place for all positions.

Since the regulations are on a “go forward” basis, all new recruits in the future will face a challenging road to becoming a Firefighter. In the recruiting process, mandatory certifications will have to be specifically laid out for each new recruit. They will need to understand the process and the time commitment required to complete the process. This will ensure the recruiting process for new Firefighters becomes much tougher in the future. Candidates may shy away from applying because of the requirements to take exams and skill testing.

The Association of Municipalities of Ontario (AMO) position paper outlines concerns with liability on the municipality if they do not certify all of their Firefighters, even those who have been grandfathered if a bad event were to happen to the Department. *“If municipal fire services do not make sure that everyone is certified to the new mandatory standard for all categories of fire operations, there remains a great liability risk if anything unfortunate occurs.”* They have formed the opinion the Province should extend indemnification to the municipalities for fire department functions. Staff supports this recommendation.

FINANCIAL CONSIDERATIONS:

Minto Fire is unable at this time to calculate the cost associated with the proposed regulations, although there will most likely be an increase in training costs in the future if the regulations come into effect as written.

RECOMMENDATION:

That the Mayor and Council accept the Fire Chief’s report regarding new proposed FFPA Regulations and the January 30, 2018 AMO memo on the same topic, and that Council supports the recommended response outlined by AMO and that these comments be sent prior to March 11, 2018.

Chris Harrow
Fire Chief

Caution:

This consultation draft is intended to facilitate dialogue concerning its contents. Should the decision be made to proceed with the proposal, the comments received during consultation will be considered during the final preparation of the regulation. The content, structure, form and wording of the consultation draft are subject to change as a result of the consultation process and as a result of review, editing and correction by the Office of Legislative Counsel.

CONSULTATION DRAFT

ONTARIO REGULATION

to be made under the

FIRE PROTECTION AND PREVENTION ACT, 1997

FIREFIGHTER CERTIFICATION

Contents

1.	Definition
2.	Mandatory certification
3.	Intern firefighter
4.	Transition
5.	Commencement
Table 1	Mandatory certification

Definition

1. In this Regulation,

“NFPA” means the National Fire Protection Association.

Mandatory certification

2. (1) Every municipality, and every fire department in a territory without municipal organization, must ensure that its firefighters only perform a fire protection service set out in Table 1 if,

- (a) the firefighter performing the fire protection service is certified to the corresponding certification standard set out in that Table; or

- (b) the firefighter performing the fire protection service is an intern firefighter, within the meaning of section 3, operating under the supervision of a firefighter who is certified to the certification standard set out in that Table corresponding to the fire protection service performed by the intern firefighter.

Who provides certifications

- (2) The certification must be provided by the Fire Marshal.

Intern firefighter

- 3. An intern firefighter is a firefighter who,

- (a) is enrolled in an internship program approved by the Fire Marshal; and
- (b) has been a firefighter for no more than 24 months.

Transition

- 4. (1) A certification standard set out in items 1 to 5 of Table 1 does not apply with respect to a firefighter who,

- (a) became a firefighter before January 1, 2019; and
- (b) performed the fire protection service that the certification standard corresponds to before January 1, 2019.

Same

- (2) A certification standard set out in items 6 or 7 of Table 1 does not apply with respect to a firefighter that both of the following criteria apply to:

1. The firefighter became a firefighter before January 1, 2019.
2. Before July 1, 2018, the firefighter's fire chief was given permission by the Fire Marshal to issue the firefighter a successful Letter of Compliance with NFPA Standards respecting the relevant standard under Fire Marshal's Communiqué 2014-04, "Transition to NFPA Professional Qualifications Standards: Grandfathering

Policy”, which is dated January 2014 and available on a website of the Government of Ontario.

Commencement

5. (1) Subject to subsection (2), this Regulation comes into force on January 1, 2019.

(2) Subsection 4 (2) and items 6 to 11 of Table 1 come into force on January 1, 2020.

TABLE 1
MANDATORY CERTIFICATION

Item	Column 1 Fire protection service	Column 2 Certification standard
1.	Fire suppression activities, if the level of service provides for exterior attack only	NFPA 1001, “Standard for Fire Fighter Professional Qualifications”, 2013 Edition, Level I
2.	Fire suppression activities, if the level of service provides for exterior and interior attack	NFPA 1001, “Standard for Fire Fighter Professional Qualifications”, 2013 Edition, Level II
3.	Pump operations	NFPA 1002, “Standard for Fire Apparatus Driver/Operator Professional Qualifications”, 2017 Edition, Chapter 5
4.	Supervise other firefighters	NFPA 1021, “Standard for Fire Officer Professional Qualifications”, 2014 Edition, Level I
5.	Develop, implement or deliver a public education program and supporting materials	NFPA 1035, “Standard on Fire and Life Safety Educator, Public Information Officer, Youth Firesetter Intervention Specialist and Youth Firesetter Program Manager Professional Qualifications”, 2015 Edition, Chapter 4, Level I
6.	Fire prevention inspections or plans examination activities	NFPA 1031, “Standard for Professional Qualifications for Fire Inspector and Plan Examiner”, 2014 Edition, Level I
7.	Training courses for fire protection services	NFPA 1041, “Standard for Fire Service Instructor Professional Qualifications”, 2012 Edition, Level I
8.	Dispatch fire department resources (personnel and equipment)	NFPA 1061, “Professional Qualifications for Public Safety Telecommunications Personnel”, 2014 Edition, Level I
9.	Fire investigation activities	NFPA 1033, “Standard for Professional Qualifications for Fire Investigator”, 2014 Edition
10.	Technical rescue activities	NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2017 Edition, in accordance with the level of service provided
11.	Hazardous materials response at the Technician Level	NFPA 1072, “Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications”, 2017 Edition

Caution:

This consultation draft is intended to facilitate dialogue concerning its contents. Should the decision be made to proceed with the proposal, the comments received during consultation will be considered during the final preparation of the regulation. The content, structure, form and wording of the consultation draft are subject to change as a result of the consultation process and as a result of review, editing and correction by the Office of Legislative Counsel.

CONSULTATION DRAFT

ONTARIO REGULATION

to be made under the

FIRE PROTECTION AND PREVENTION ACT, 1997

COMMUNITY RISK ASSESSMENTS

Contents

1.	Mandatory use
2.	What it is
3.	When to complete (at least every five years)
4.	When to review (at least every year)
5.	Commencement
Schedule 1	Mandatory profiles

Mandatory use

1. Every municipality, and every fire department in a territory without municipal organization, must,

- (a) complete and review a community risk assessment as provided by this Regulation; and
- (b) use its community risk assessment to inform decisions about the provision of fire protection services.

What it is

2. (1) A community risk assessment is a process of identifying, analyzing, evaluating and prioritizing risks to public safety to inform decisions about the provision of fire protection services.

Mandatory profiles

(2) A community risk assessment must include consideration of the mandatory profiles listed in Schedule 1.

Form

(3) A community risk assessment must be in the form, if any, that the Fire Marshal provides or approves.

When to complete (at least every five years)

3. (1) The municipality or fire department must complete a community risk assessment no later than five years after the day its previous community risk assessment was completed.

New municipality or fire department

(2) If a municipality, or a fire department in a territory without municipal organization, comes into existence, the municipality or fire department must complete a community risk assessment no later than two years after the day it comes into existence.

Transition

(3) A municipality that exists on January 1, 2019, or a fire department in a territory without municipal organization that exists on January 1, 2019, must complete a community risk assessment no later than January 1, 2024.

Revocation

(4) Subsection (3) and this subsection are revoked on January 1, 2025.

When to review (at least every year)

4. (1) The municipality or fire department must complete a review of its community risk assessment no later than 12 months after,

- (a) the day its community risk assessment was completed; and

- (b) the day its previous review was completed.

Other reviews

(2) The municipality or fire department must also review its community risk assessment whenever necessary.

Revisions

(3) The municipality or fire department must revise its community risk assessment if it is necessary to reflect,

- (a) any significant changes in the mandatory profiles;
- (b) any other significant matters arising from the review.

New assessment instead of review

(4) The municipality or fire department does not have to review its community risk assessment if it expects to complete a new community risk assessment on or before the day it would complete the review.

Commencement

5. This Regulation comes into force on the later of January 1, 2019 and the day it is filed.

SCHEDULE 1 MANDATORY PROFILES

1. Geographic profile: The physical features of the community, including the nature and placement of features such as highways, waterways, railways, canyons, bridges, landforms and wildland-urban interfaces.

2. Building stock profile: The number of buildings in the community, their age, their major occupancy classifications within the meaning of Ontario Regulation 332/12 (Building Code) under the *Building Code Act, 1992* and their state of compliance with the fire code.

3. Critical infrastructure profile: The capabilities and limitations of critical infrastructure, including electricity distribution, water distribution, telecommunications, hospitals and airports.

4. Demographic profile: The composition of the community's population, respecting matters relevant to the community, such as population size and dispersion, age, gender, cultural background, level of education, socioeconomic make-up, and transient population.

5. Hazard profile: The hazards in the community, including natural hazards, hazards caused by humans, and technological hazards.

6. Public safety response profile: The types of incidents responded to by other entities in the community, and those entities' response capabilities.

7. Community services profile: The types of services provided by other entities in the community, and those entities' service capabilities.

8. Economic profile: The economic sectors affecting the community that are critical to its financial sustainability.

9. Past loss and event history profile: The community's past emergency response experience, including the following analysis:

1. The number and types of emergency responses, injuries, deaths and dollar losses.
2. Comparison of the community's experience with the experiences of comparable communities.

Note: Each profile is to be interpreted as extending only to matters relevant to fire protection services.

January 30, 2018

Draft MCSCS Regulations on Mandatory Certification and Training for Firefighters and Community Risk Assessments by Municipalities- Briefing Note

ISSUE:

On January 25, 2018, The Ministry of Community Safety and Correctional Services (MCSCS) released draft regulations under the *Fire Protection and Prevention Act* (FPPA) regarding:

- 1) Mandatory Certification and Training for Firefighters; and
- 2) Community Risk Assessments by Municipalities.

Responses to these draft regulations are due March 11, 2018.

The draft regulation on Public Reporting on Fire Responses by Municipalities has not been shared for review or consultation. We understand that it is to be released shortly and will also be due March 11, 2018.

This briefing note has been prepared to assist AMO members in the development of their municipal responses to the draft MCSCS fire regulations. Please work with your Fire Chief and fire services to develop a comprehensive response for your municipality.

BACKGROUND:

WHAT:

- In January 2017, the MCSCS established an advisory Fire Safety Technical Table (the Table) as part of a mandate commitment to provide recommendations to modernize fire service delivery.
- The Table consists of MCSCS and Ontario Fire Marshal (OFM) executive and staff, the Ontario Professional Fire Fighters Association, the Toronto Fire Fighters Association, the Ontario Fire Chiefs Association (OAFC), Fire Chiefs from full-time, composite and volunteer services, Toronto Fire Services, and for the municipal government perspective- an AMO staff member and a lower tier CAO representative.
- The Table was established to review new and emerging challenges in fire safety with a view to identifying opportunities to enhance delivery in Ontario, such as:
 - Firefighter training and professionalism (e.g., identification of specialized knowledge requirements and core competencies);
 - Public education and prevention measures, including community risk assessments;
 - Provincial standards for fire services, such as fire service dispatch; and
 - Public reporting of fire service data.
- It must be emphasized that the Table has only been advisory. MCSCS, as informed by the Table, will develop recommendations for the MCSCS Minister's final approval.

- Municipal governments under the FPPA are required to:

Municipal responsibilities

2. (1) Every municipality shall,
 - (a) establish a program in the municipality which must include public education with respect to fire safety and certain components of fire prevention; and
 - (b) provide such other fire protection services as it determines may be necessary in accordance with its needs and circumstances.

Methods of providing services

- (2) In discharging its responsibilities under subsection (1), a municipality shall,
 - (a) appoint a community fire safety officer or a community fire safety team; **or**
 - (b) establish a fire department

WHY:

- The Fire Safety Technical Table was established to address public safety and firefighter safety gaps identified by the Coroner's Inquests over the last several years.
- The Table has had active discussions on modernizing fire standards for firefighters' training and certification, community risk assessment, and public reporting on fire responses.
- Third party training for technical rescues, such as the tragic ice-training incident in SW Ontario that was the subject of a 2017 Coroner's inquest, is not addressed in these draft regulations.
- There appears to be a past informal agreement made around 2012 between MCSCS, OFM, the OAFC, and fire services that Ontario would use the National Fire Protection Association (NFPA) standards going forward. Neither AMO nor its members were part of this discussion or decision.
- The [National Fire Protection Association](#) is a United States trade association, with some international members, that creates and maintains private, copyrighted standards and codes for usage and adoption by local governments.
- One of the most notable features about NFPA's code development process is that it is open and consensus-based. That means anybody can participate in the development of these important documents. More than 9,000 volunteer committee members with a wide range of professional expertise periodically review all NFPA codes and standards.

THE REGULATIONS:

1. The draft Mandatory Certification and Training for Firefighters and Other Persons Providing Fire Protection Services includes:

- Every municipality, and in unorganized areas where the Province is responsible for certification and training, must make sure that its fire service is responsible for compliance.
- Mandatory certification is to occur for those firefighters who are performing the fire protection service: fire suppression exterior and interior attack (if provided), pump operations, fire suppression supervision, fire public education, fire prevention, fire instruction, fire dispatch, fire investigation, technical rescue, and hazardous materials to respective NFPA standards.
- Existing firefighters can be grandfathered if they can demonstrate that they have met the standard by an alternate/previous means. Grandfathering requirements are outlined in a Fire Marshal guideline (link is below). Fire chiefs are responsible for ensuring that their Firefighters have achieved the standard by courses/exams or alternate means.
- It is proposed that these standards are to be achieved by January 1, 2019 except for the following that come into force on January 1, 2020 – fire inspection, fire instruction, fire dispatch, fire investigation, hazardous materials, and technical rescue.
- Fire dispatch certification currently is only for fire services who do dispatch themselves. It does not include 3rd party dispatch at this time.
- The OFM is updating its educational offerings and approach so that all required courses and exams can be accessed online 24/7 in 2018 free of charge. Practical exams will still need to be done in person under the direction of a certified fire instructor in each area of competence.

Analysis:

- Although a complete gap analysis of firefighters who meet the NFPA standards and/or can be grandfathered was requested throughout this exercise and MCSCS surveys were attempted, the full impact of the mandatory training and certification regulation will not be known until the regulation is consulted on and/or goes into force.
- We understand that under the proposed mandatory training and certification regulation, the minimum certification/training requirements for five categories will be for new hires only as of January 1, 2019 (for Suppression Firefighters (external/interior); Pump Operators; Fire Officers; and Fire Educators).
- The draft regulation requires only those firefighters, in the five categories noted above, hired after January 1, 2019 to be certified. However, there is concern that municipal governments will still have a significant risk of potential liability if they simply follow the proposed regulatory approach being suggested – grandfather those that can be and make sure that any new hires are certified at the specific NFPA level.
 - The magnitude of the number of fire service staff who will be able to be grandfathered is unknown.

- If municipal fire services do not make sure that everyone is certified to the new mandatory standard for all categories of fire operations, there remains a great liability risk if anything unfortunate occurs.
- Stated more clearly, no municipality is likely to want to state in a Coroner's inquest or legal suit that a firefighter was not certified to the standard despite the provisions in the regulation without indemnification from the province.
- This is a Catch-22 for municipal fire services. Municipalities essentially will need to make sure everyone is trained and certificated to the certification standard for all firefighters in the service despite the go-forward approach in the regulation.
- Although there is protection from personal liability and indemnification provisions in the FPPA (see s. 74, 75, 76), it is only for those working in fire services (municipal or provincial) and not for municipal corporations.
- It will be helpful to municipal fire services that the Fire College curriculum and testing will all be online for 2018 free of charge.
- That said, municipalities will still have unfunded staff costs for those who need to take the training and for the required testing to achieve certification. This will result in staff time costs for these required training hours. Municipalities may not have provided for the now needed training costs in their 2018 budget.
- We understand that MCSCS will consider if there is provincial funding available for implementation of this regulation, once final, however no decisions have been made to date.
- It has been said at the Table that there has been significant training over the years to these standards so this should reduce the risk exposure. This needs to be validated.
- It should be noted that not all these proposed standards can be grandfathered – only those identified in the [January 2014 OFM communique](#) can be grandfathered.
- Fire inspectors, Fire instructors, Fire Investigators, Technical Rescue, Fire Dispatchers and Hazardous Materials Personnel cannot be grandfathered. So as per the draft regulation, those currently employed or appointed in fire departments must all be certified by January 1, 2020.
- In rural and northern Ontario, there are many other non-fire services that provide fire dispatch services for the fire services (e.g. consolidated fire dispatch that does many departments' dispatch, police dispatch, answering services, taxi dispatch). The full extent of different types of fire dispatch and where it occurs is not known at this time by MCSCS or OFM.
- Only fire services that do their own dispatch will be captured by this draft regulation; however, MCSCS is looking to include other fire dispatch service providers in a future regulation. Properly trained fire dispatchers is a critical area of public safety that will be pursued by the Province as inquests have, or will, identify this as a current vulnerability for the public.
- During this draft regulation consultation, municipal fire services will need to identify clearly how achievable the mandatory certification will be for all identified positions and the additional training costs that will be necessary. The value of any additional training (number of staff per position, training time needed and associated costs) should be outlined in your response.

2. The draft Community Risk Assessment by Municipalities includes:

- The process to identify, analyze, evaluate and prioritize public safety risks to inform the municipal decision-making on the provision of fire protection services, fire safety education and fire prevention programs as required by the FPPA.
- This risk assessment must be done within five years of the regulation coming into force and at then each year thereafter.
- The draft regulation outlines the mandatory profiles of community attributes that must be considered in the development of the risk assessment.
- A copy of the Community Risk Assessment must done in the form as set out by the OFM and be filed with them once completed.

Analysis:

- The Table did work well to get the draft Community Risk Assessment regulation as balanced and flexible as possible – and that the assessment is focused on the needs and circumstances of each community.
- We understand that this standardization is similar to the voluntary simplified risk assessment from the OFM that municipalities have been using to date.
- We understand that the OFM will be providing support and assistance for small rural and northern municipalities in completing these Community Risk Assessments.
- As municipal councils have up to five years to implement this regulation, a change in the date of the regulation coming into force does not need to be requested.

COMMENTARY:

- The nature of the magnitude of how many firefighters need to be trained, certified and/or grandfathered is not known by the OFM.
- The full nature of the risk or financial exposure for municipal governments and their fire services is not known at this time from these draft FPPA regulations.
- To date, no additional provincial funding has been offered by the Province to help manage the costs of mandatory training and certification.
- There is no commitment from MCSCS/provincial government to provide municipal governments with protection from litigation as part of the entire package surrounding these regulations as discussed by the Table as a quid pro quo for mandatory certification. The Province of Quebec government provided this protection to local governments in a similar mandatory training and certification situation.
- Municipal governments will have the on-going pressure to determine the level and nature of fire services in their communities through these regulations. The level of fire services is a local decision under the FPPA (s. 2(1), 2(2)) as only fire safety education and fire prevention programs that must be provided by each municipal government.

- 2018 is a municipal election year. As consistent with prudent planning and municipal election legislation, all municipal councils need to assume that as of July 2018 they may have a *Lame Duck* period. Given this and that the proposed draft regulation is to come into force by January 1, 2019, there may not be enough time before July 2018 or at the initial council meeting on or after December 1st, 2018, to make decisions (e.g. training funding) to ensure full implementation of the Mandatory Training and Certification regulation. For this reason, a later effective date is needed.

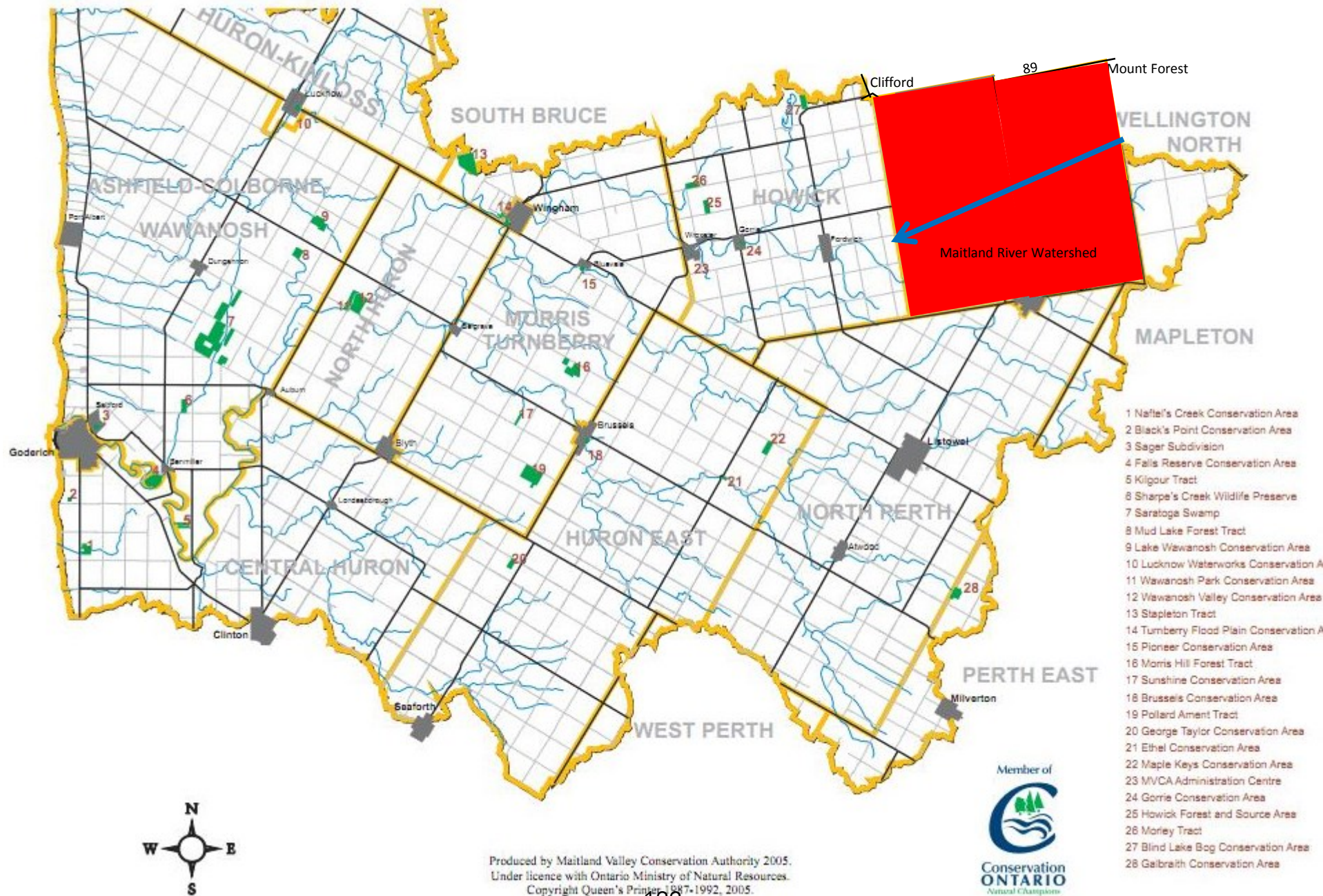
Suggested Recommendations for Municipal Responses:

- That the provincial government provide liability indemnification for all municipal governments who comply with these new regulations at least 12 months before the training and certification regulation comes into force.
 - If they do not provide this liability indemnification, it will be necessary for the province to provide the new funding that would be required to train and certify all firefighters to achieve the standards before the mandatory training and certification regulation comes into force.
- Municipal fire services will need to identify clearly how achievable the mandatory certification will be and the additional training costs that will be necessary. The value of any additional training (both time and costs) should be outlined in your response.
 - If the province does not provide liability indemnification, MCSCS should make the required training funding available to municipal fire services for all the identified NFPA professional qualifications at least at least 12 months before the training and certification regulation comes into force
 - If the province does provide liability indemnification to accompany these regulations, the province should provide sufficient funding to municipalities to cover the new training and certification costs for those designated positions at least at least 12 months before the training and certification regulation comes into force for those positions.
 - If sufficient provincial funding is not provided to municipal governments, the province will be knowingly creating a new unfunded mandate on municipalities.
- That the Mandatory Training and Certification regulation not come into force until at least July 1, 2019, preferably January 1, 2020, to allow municipal councils and their fire services to make all the necessary training funding decisions. It will also enable the provincial government to provide the necessary funding for training and liability indemnification 12 months prior to the regulations coming into force.



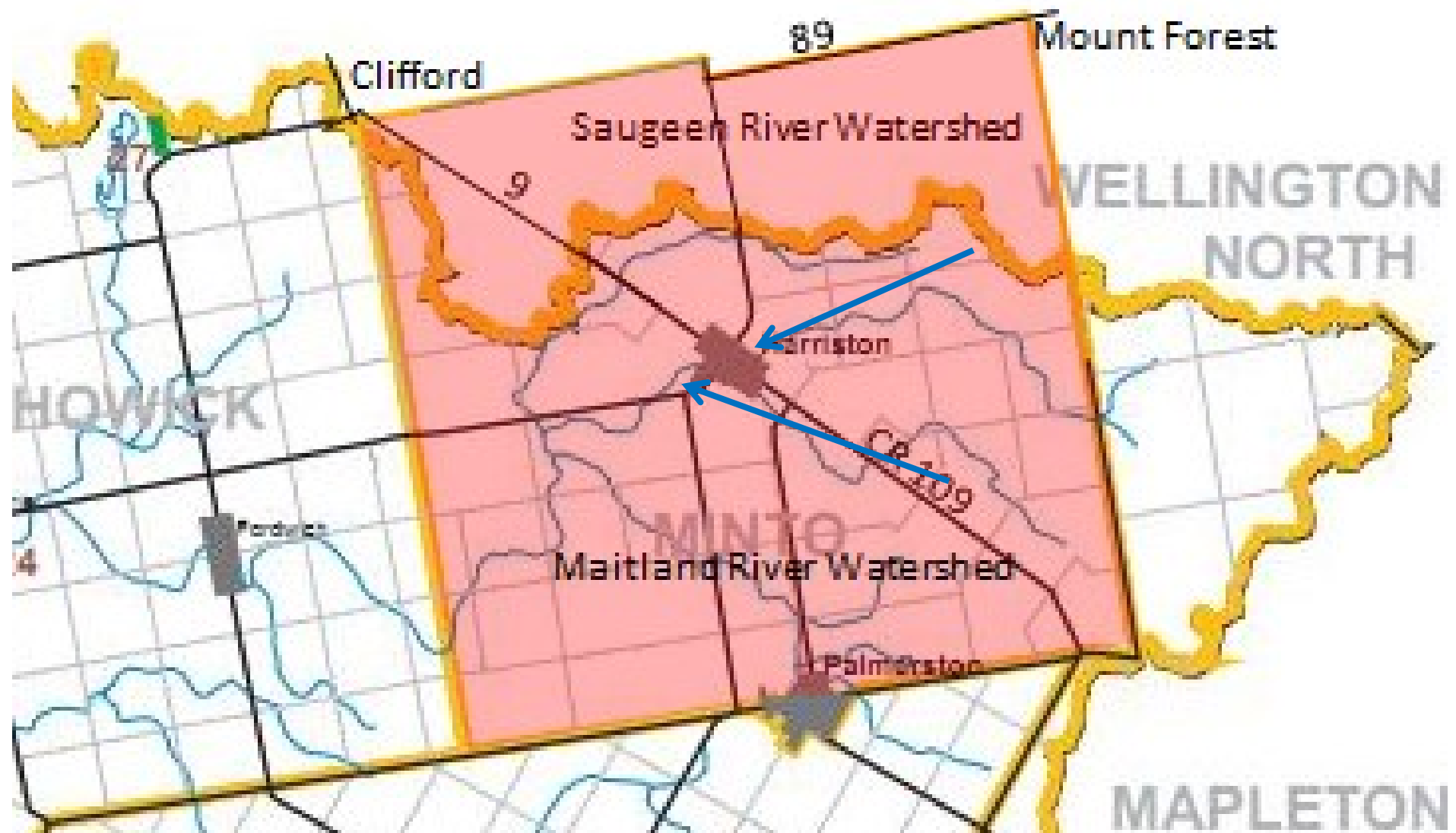
Town of Minto Maitland River Flood Event June 23

February 16, 2018 Update

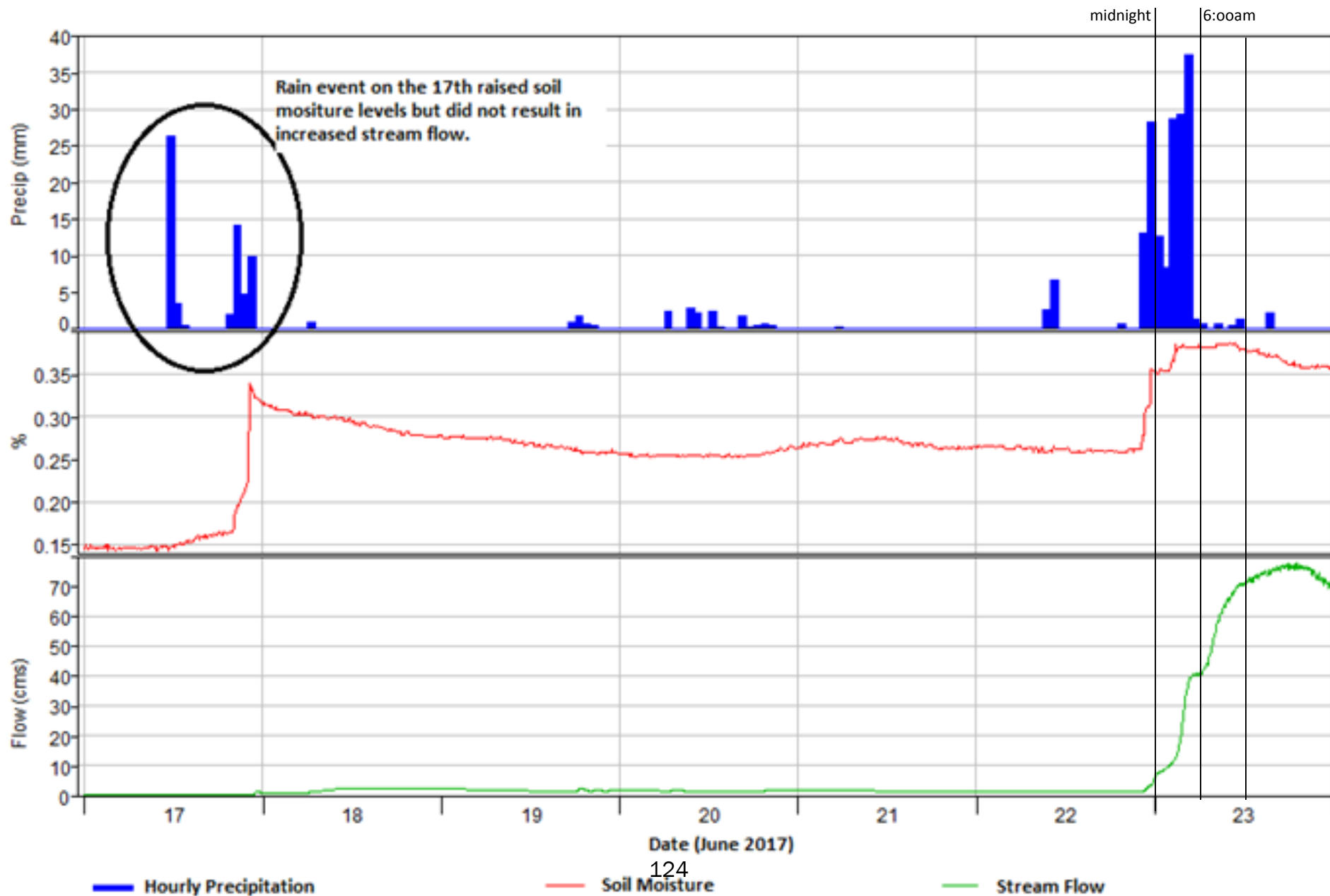


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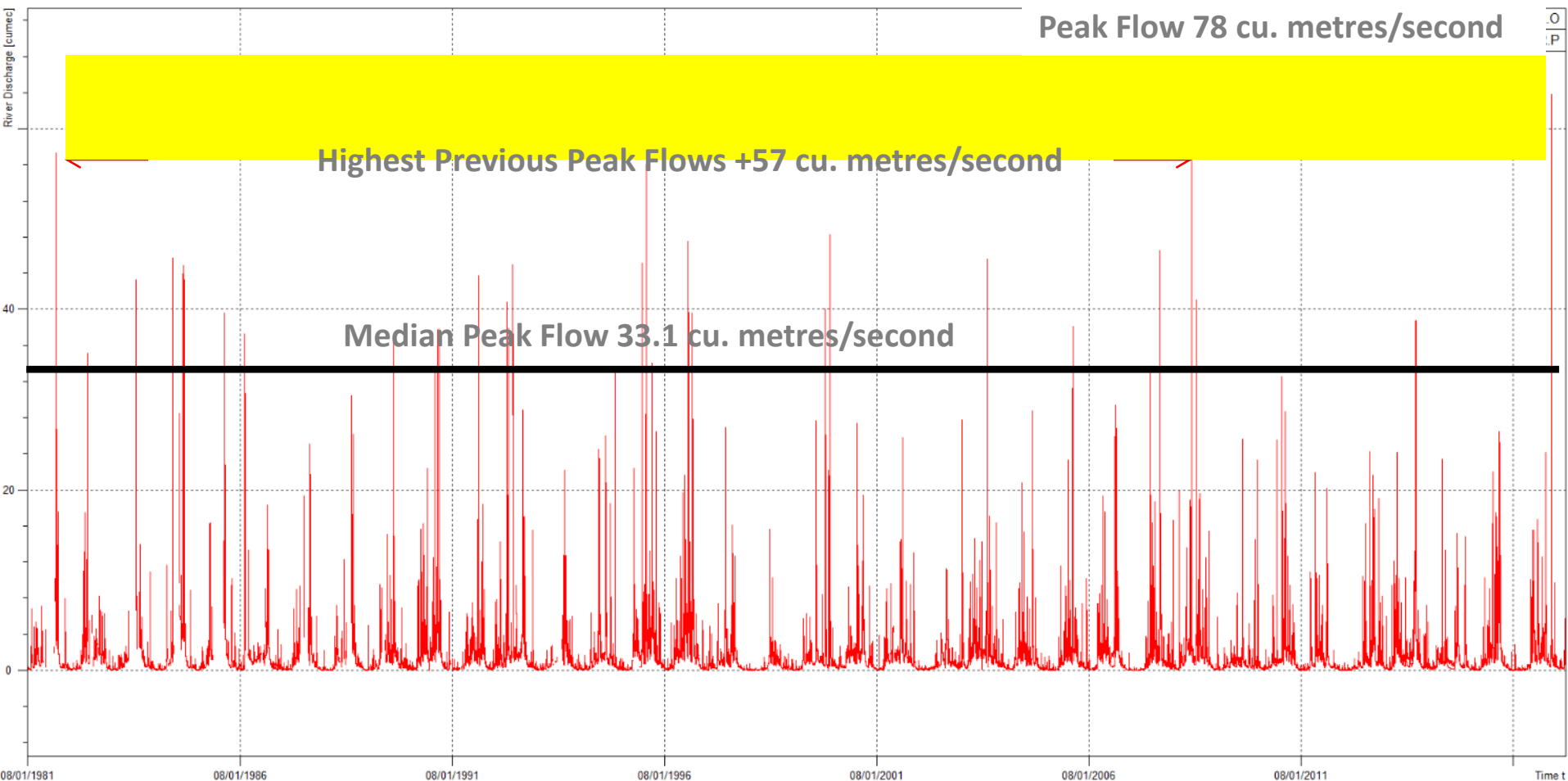




RAIN AND SOIL MOISTURE LEADING UP TO THE FLOOD



Peak Flows 1986-2017



Storm Summary

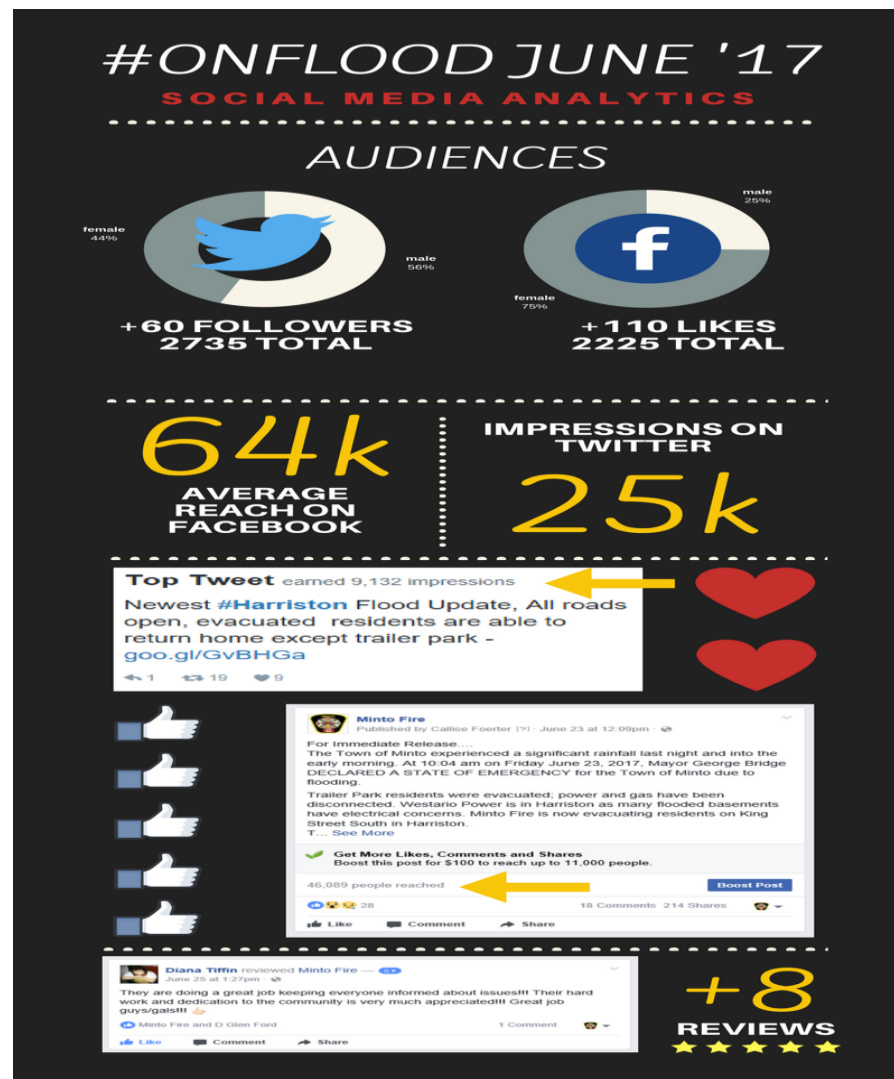
- Rain began after 9pm with 40mm by midnight plus 20mm more before 4:00am
- Weather network ticker 35mm in one hour Mount Forest shortly after midnight
- Between 4:00am and 6:00am **95mm of rain**
- Total 170mm (“7 inches in 7 hours”), but more than half that in 2 hours between 4:00am and 6:00am
- Initial storm sewer back up floods roads then recedes
- River rises and is over the banks by 9:00am
- Peaks at around 6:00pm

Storm Summary

- 6 homes evacuated using the water rescue team
- water rescue team deployed to disconnect hydro services in jeopardy of going under water
- Water receded to within the floodway by Saturday morning; all roads open Saturday afternoon
- 542 staff hours used during 2 days of main event
- Numerous basements back yards pumped out
- Fire hall used as hub during event for people to pick up water and report occurrences

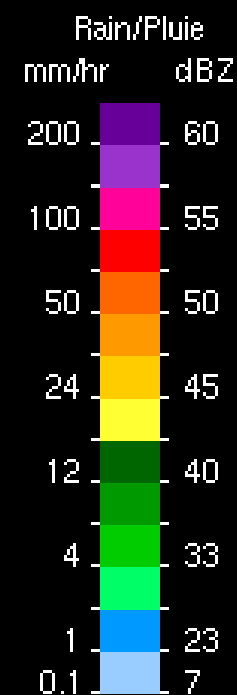
Storm Summary

- Five EOC meetings in 3 days
- 11 media releases (9 in 3 days)
- Increase @TownofMinto & @MintoFire social media
- 3 media events; firehall (morning); a conference call (afternoon) & on-site (evening)
- CAO 5:37am - 11:03pm
285+ electronic interactions, 420 Friday - Sunday





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1km/Pixel
40 KM

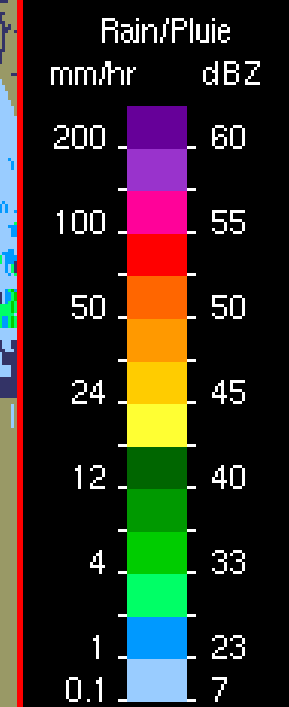


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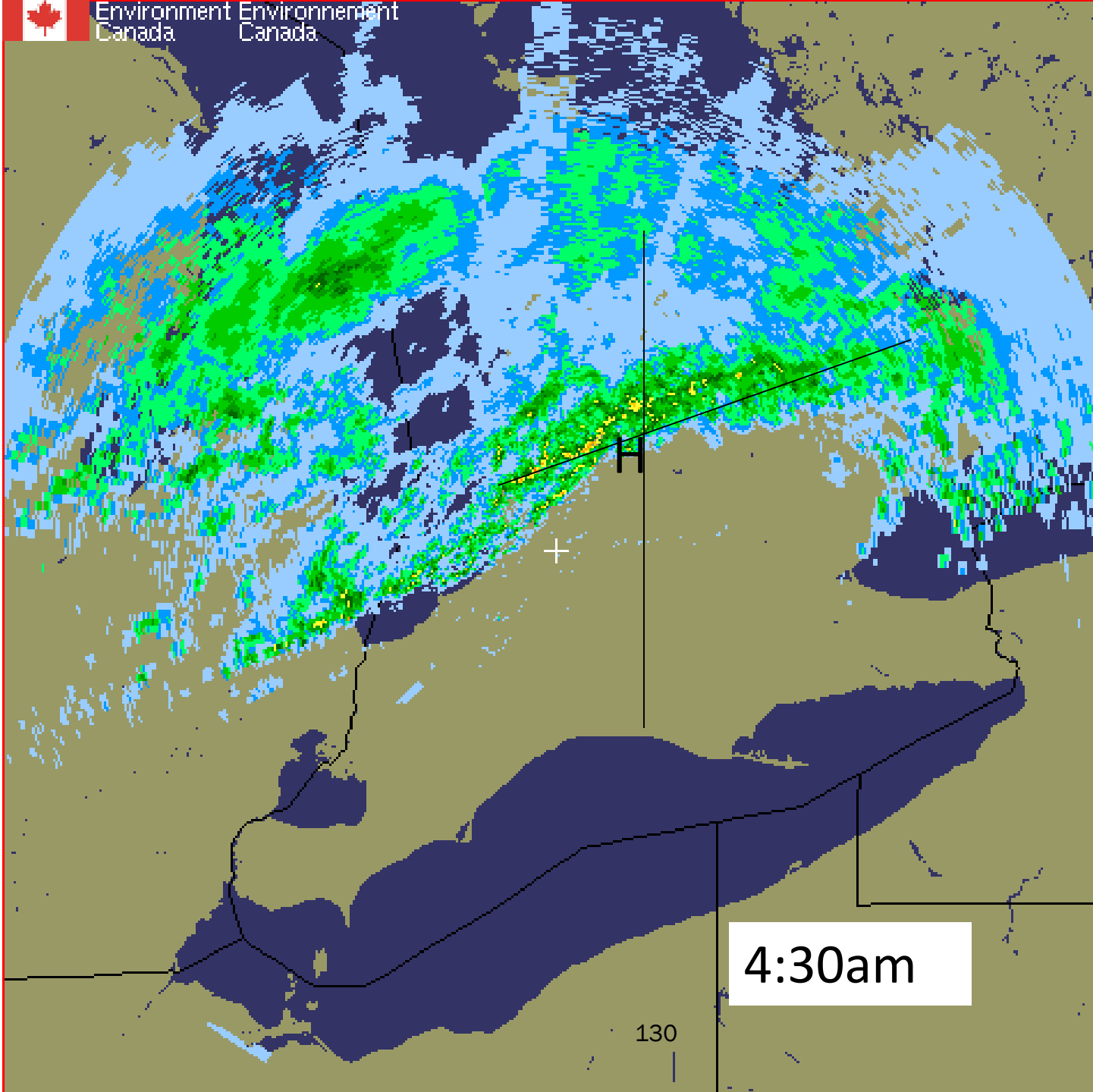
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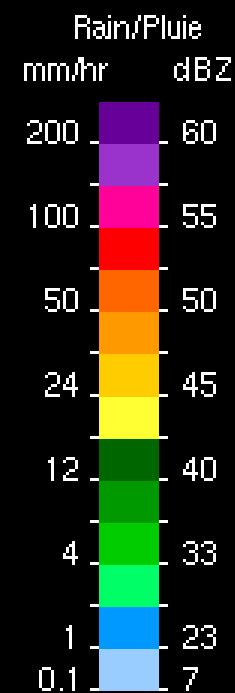


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2017-06-23

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PRECIPET

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131

































Since June 23, 2017

- Recovery , contractors, insurance, disaster relief
- July 26/17 formal event debrief held with discussion and reporting: what went well & lessons learned
- August 1/17 Council receives drain update report noting impact of flood, and agrees to apply for Flood Mapping, Mitigation Planning analysis under National Disaster Mitigation Program
- Debrief notes included in County After Action Report received by Council September 5
- Initial Fall Public Meeting on flood reconsidered

On-going efforts 2

- MVCA working on flow monitoring and model; in field recovery by citizens still occupying considerable time
- County CEMC Linda Dickson and Treasurer Duff completed NDMP application and filed with Federal Government; Provincial Municipal Affairs supported November 3, 2017
- December 12 Operating Budget NDMP funding for grant related work \$66,000 of \$132,000 project
- December 19, 2017 Drain update Council still pending decision on NDMP grant and timing for public meeting
- January 25, 2018 MVCA staff, County and Town staff meet to discuss grant and timing for public meeting

On-going efforts 3

- Decision on NDRP grant is still pending; expected any time; \$66,000 in draft 2018 budget
- LIDAR mapping should be flowing in March, seek Council direction to proceed even if grant is not approved
- MVCA hydrology model using data collected from the June 23 flood (expanded gauge program) predicts flows for Regional Storm (Hurricane Hazel) will be less than modelled flow used for existing flood maps
- Hurricane Hazel flow will be higher than June 23, 2017 storm, but not as high as that used to set floodplains used in the current zoning bylaw





Public Meeting

- MVCA, County and Town staff suggest Public Meeting on May 29, 2018 7:00pm Harriston Minto Community Complex covering the following:
 - What happened (MVCA presentation)
 - Response (MVCA and Town presentation)
 - What's next (joint presentation)
 - Fly LIDAR (aerial photography +/-50,000)
 - Set Hydrology Model
 - Assess solutions: Upstream of Harriston, In Harriston; Downstream of Harriston
 - After presentation public can visit with Town, County MVCA staff



After Public Meeting

- Summer/fall 2018 encouraged to think about upstream, in Harriston, downstream solutions
- Engineering analysis/report using new draft flood plain mapping assuming NDMP grant approved
- November follow up public meeting, new draft flood plain maps; discussion opportunity about possible solutions upstream, in Harriston, and downstream
- Budget 2019 develop/implement project plan to mitigate impact upstream, Harriston and downstream
- Floodplain mapping implementation into planning documents; change the zoning bylaw

Recommendation

That Council receives the February 16, 2018 Presentation from the CAO Clerk regarding the June 23, 2017 Maitland River Flood, that Council supports the schedule of events outlined including the May 29, 2018 public meeting, and that Council consent to the LIDAR imagery work proceeding in March 2018.



TOWN OF MINTO

DATE: February 8, 2018

REPORT TO: Mayor and Council

FROM: Bill White, C.A.O. Clerk

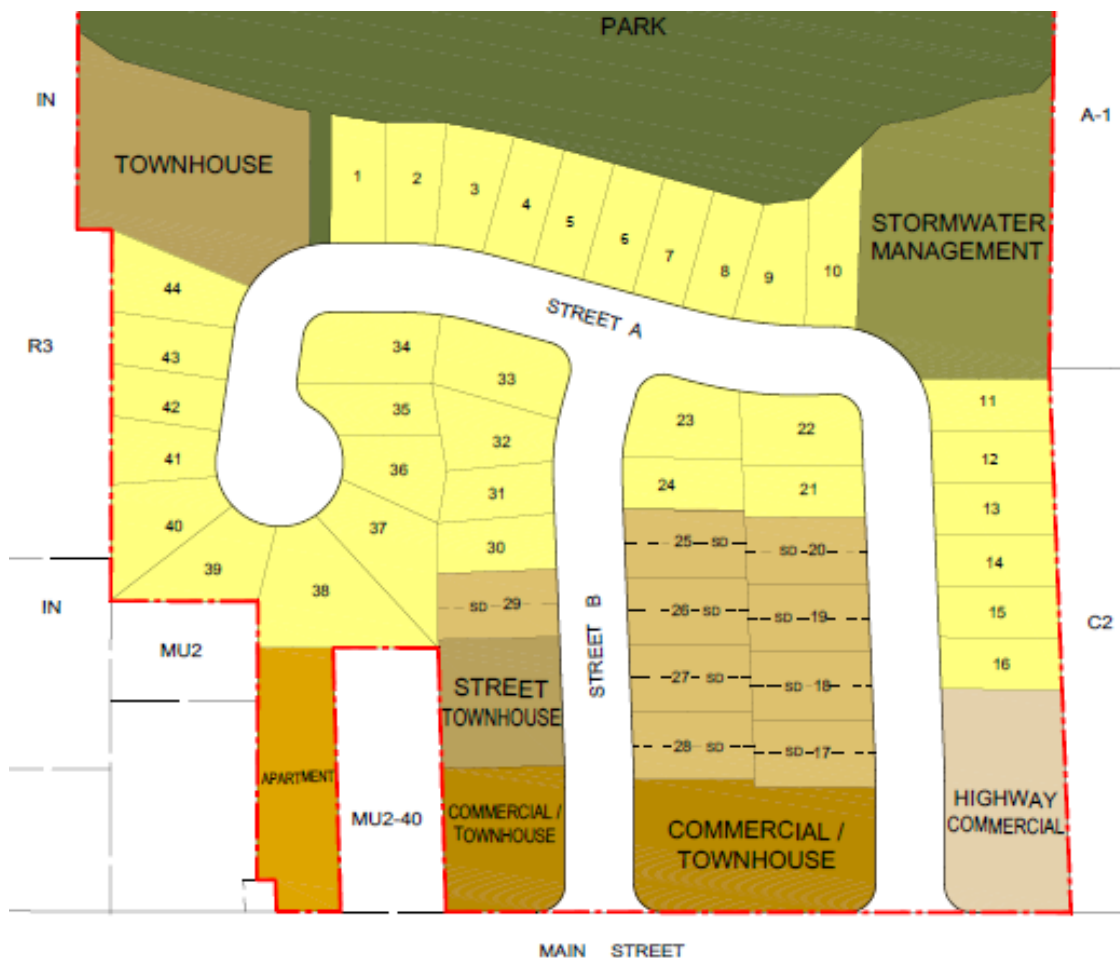
SUBJECT: Street Names Creek Bank Meadows Subdivision

STRATEGIC PLAN:

9.4 Provide strong community development policies and practices that support a family friendly environment, attract family oriented businesses, and enhance Minto as a welcoming, attractive, and safe location. Include resident and business testimonials supporting the family image in publications.

BACKGROUND

The Creek bank Meadows Subdivision shown below will have two streets to be named under the Town's Street naming policy. The policy states that Council will approve street names using the names of those men and women from the Town of Minto who fought in the First



and Second World Wars or the Korean War. The Town and Palmerston Legion Branch 409 and Harriston Legion Branch 296 share a list of names. In the case of this subdivision the

developer contacted the Legion to secure street names who recommend the names Bridge and Stephenson be used to name Street A and Street B.

COMMENTS:

Based on information provided by the Legion, the name Bridge recognizes the service of Clayton E. Bridge 81st Canadian Artillery 1941-46, Milton R. Bridge Royal Canadian Airforce 1941-45, Norman Bridge Canadian Hussars 1942-46, Robert George Bridge Royal Canadian Corps of Signals 1941-46, and William Oldfield Bridge Canadian “Expeditiars” Forces WWI.



All five members of the family had distinguished records in the service of Canada through both World Wars.

The second name recommended refers to Elroy Stephenson Royal Canadian General Hospital 1942-46. Among his accomplishments, Mr. Stephenson assisted with the Casualty Hospital in Bayeux France in July 1944 treating casualties from the D-day Landing and the push easterly that summer. After that his service included helping establish a 1200 bed hospital in Turnhout Belgium followed by other duties through to wars end.



In speaking with County staff both Bridge and Stephenson are used elsewhere in Wellington, but so long as the street is either “Way”, “Court” or “Crescent” rather than “Road” or “Street” they support the names. The owner has not indicated a preference for what name is applied to Street A or Street B. Once roadways in the subdivision are established a dedication ceremony will be scheduled so that family and friends can be recognized. The Town is in the process of linking veteran street names into the Treasures of Minto website.

FINANCIAL CONSIDERATIONS:

Street signage is covered under the subdivision agreement.

RECOMMENDATION:

That Council receives the C.A.O. Clerks report dated February 8, 2018 regarding Street Names Creek Bank Meadows Subdivision and approves the names Bridge and Stephenson for Street A and Street B using “Way”, “Court” or “Crescent” in the proposed subdivision.

Bill White, C.A.O. Clerk



TOWN OF MINTO

DATE: February 16, 2018
REPORT TO: Mayor and Council
FROM: Bill White C.A.O. Clerk
SUBJECT: Clifford Elora Street Tender

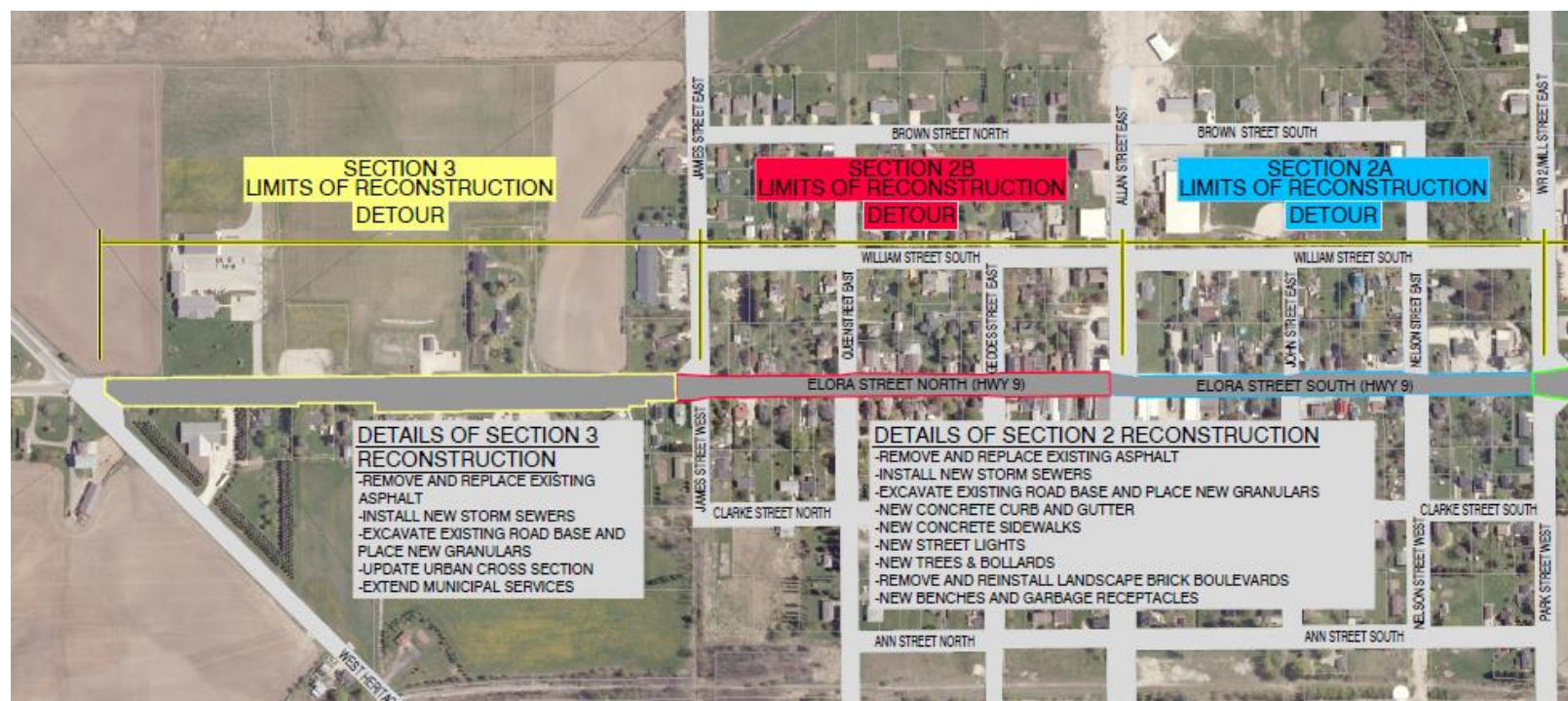
STRATEGIC PLAN:

5.7 Adopt and maintain fair and transparent procurement policies and by-laws to ensure the Town receives competitive pricing on tenders and proposals, and that local business has equal opportunity to submit bids.

11.3 Develop a transportation plan that includes a roads and bridges inventory and capital replacement program keeping in mind sustainable funding sources, impact on tax rate, and minimum construction and maintenance standards.

BACKGROUND:

The 2018 budget includes \$3,470,000 this year and \$500,000 in 2019 (total \$3,970,000) to re-construct Elora Street from Park to West Heritage. The project is funded under the Connecting Link program which was a \$4,050,000 project of which \$2,765,806 comes from Provincial Grants. The project includes three phases. In 2017 Phase 1 asphalt resurfacing from Grein's Lumber to Park Street was awarded at \$314,293 and completed by Steed and Evans. The current tender is for Phases 2 a), 2b) and Phase 3 as shown below:



Triton prepared the design and tender documents for this project and provided the February 14, 2018 bid summary. The lowest bid is from Moorefield Excavating at \$3,528,383.50. Moorefield also reconstructed Harriston Elora Street in 2015.

COMMENTS:

The three bids submitted are competitive and this project is the largest for the Town in recent memory. The intent is to substantially complete the work this year, but budget is carried over two years on the assumption that there will be work completed late in 2018 or early 2019 to be paid.

FINANCIAL CONSIDERATIONS:

Including engineering and contingency total project cost is \$4,138,838.50 plus HST which exceeds the Town's \$3,970,000 budget. Streetscape and hydro servicing work is not covered by the Connecting Link grant program which represents \$300,000 of additional costs. Staff and Triton believe there are opportunities to reduce cost by adjusting the number of street lights within the project limits, cost sharing and other contractor initiatives to cover and/or reduce the \$300,000 cost. There is \$310,000 identified in the cost breakdown summary for engineering and contingencies, of that \$100,000 are for contingencies which are not likely to be required.

It is suggested Council award the contract to Moorefield for their bid amount, and that staff and Triton report back on ways to adjust streetscape, hydro, contingencies and other initiatives to ensure the \$168,838 overage outlined in the cost breakdown is addressed.

RECOMMENDATION:

That Council receives the C.A.O. Clerk's February 16, 2018 report Clifford Elora Street Tender and Triton Engineering's February 14, 2018 Project Report and Cost Breakdown, that the tender for reconstructing Clifford Elora Street from Park Street to West Heritage (Phases 2a), 2b) and 3) be awarded to Moorefield Excavating at a price of \$3,528,383.50 plus HST, and that Triton Engineering and Town Staff report back on funding and/or reducing streetscape and contingency amounts in Triton's Cost Breakdown Summary.

Bill White C.A.O. Clerk



105 Queen Street West, Unit 14
 Fergus
 Ontario N1M 1S6
 Tel: (519) 843-3920
 Fax: (519) 843-1943
 Email: info@tritoneng.on.ca

ORANGEVILLE • FERGUS • GRAVENHURST

February 14, 2018

Town of Minto
 5941 Highway No. 89
 HARRISTON, Ontario
 N0G 1Z0

ATTENTION: Bill White
 Chief Administrative Officer/Clerk

RE: TOWN OF MINTO
 RECONSTRUCTION OF ELORA STREET
 (HIGHWAY NO. 9), CLIFFORD
 CONTRACT NO.: 6614-18
 OUR FILE: M6614A

Dear Sir:

Tenders for this project were received and opened in the Municipal offices shortly after 2:00 p.m. on Wednesday, January 31, 2018.

Those present were Annilene McRobb, Jackie Hymers, Gordon Duff, Mike McIsaac, Chris Clark and various contractor representatives.

The Tenders received were as follows:

<u>CONTRACTOR</u>		<u>TENDER PRICE</u>
STEED AND EVANS LTD.	ST. JACOBS	\$ 3,982,256.50
COX CONSTRUCTION LTD.	GUELPH	\$ 4,263,157.83
MOOREFIELD EXCAVATING LTD.	HARRISTON	\$ 3,528,729.50 (3,528,383.50)

The Tenders received have been checked for errors and omissions. Mathematical errors were found in the tender submitted by Moorefield Excavating Limited (Harriston). The corrected price is shown in brackets.

Therefore, we recommend that the contract be awarded to Moorefield Excavating Limited in the amount of \$3,528,383.50 which excludes Contingencies.

Attached for your information is a cost breakdown for the project based on the Tender prices submitted by Moorefield Excavating Limited.

We trust that this information is satisfactory for your present requirements and should you have any questions, please do not hesitate to contact the undersigned.

Yours very truly,

TRITON ENGINEERING SERVICES LIMITED

A handwritten signature in black ink, appearing to read "Chris Clark". The signature is fluid and cursive, with the first name "Chris" and the last name "Clark" clearly distinguishable.

Chris Clark, P.Eng.

Encl.

cc: Gordon Duff, Treasurer, Town of Minto

TOWN OF MINTORECONSTRUCTION OF ELORA STREET (HIGHWAY NO. 9), CLIFFORDCONTRACT NO. 6614-18COST BREAKDOWN SUMMARYBASED ON TENDER PRICES SUBMITTED BY MOOREFIELD EXCAVATING LTD

		TENDER PRICE
<u>SECTION 1</u> – PARK STREET TO JAMES STREET ROADS AND DRAINAGE	-	\$ 2,004,966.50
<u>SECTION 2</u> – PARK STREET TO JAMES STREET SANITARY SEWERS	-	\$ 8,400.00
<u>SECTION 3</u> – PARK STREET TO JAMES STREET ELECTRICAL AND UTILITIES	-	\$ 182,771.00
<u>SECTION 4</u> – JAMES STREET TO NORTH CONNECTING LINK ROADS AND DRAINAGE	-	\$ 997,626.00
<u>SECTION 5</u> – JAMES STREET TO NORTH CONNECTING LINK SANITARY SEWERS	-	\$ 235,500.00
<u>SECTION 6</u> – JAMES STREET TO NORTH CONNECTING LINK WATERWORKS	-	\$ 39,055.00
<u>SECTION 7</u> – MISCELLANEOUS	-	\$ 60,065.00
TOTAL CONTRACT PRICE (Excluding H.S.T.)	-	\$ 3,528,383.50
ENGINEERING (SITE OVERVIEW, CONTRACT ADMINISTRATION & CONTINGENCIES FOR CONSTRUCTION) INCLUDING GEOTECHNICAL & MATERIAL TESTING (ESTIMATED)	-	\$ 310,000.00
23 STREETLIGHTS, 19 BOLLARDS, ADDITIONAL STREETSCAPING & TOWN'S PORTION FOR RELOCATION OF WESTARIO OVERHEAD HYDRO	-	\$ 300,000.00
TOTAL ESTIMATED COST (Excluding H.S.T.)	-	\$ 4,138,383.50



TOWN OF MINTO

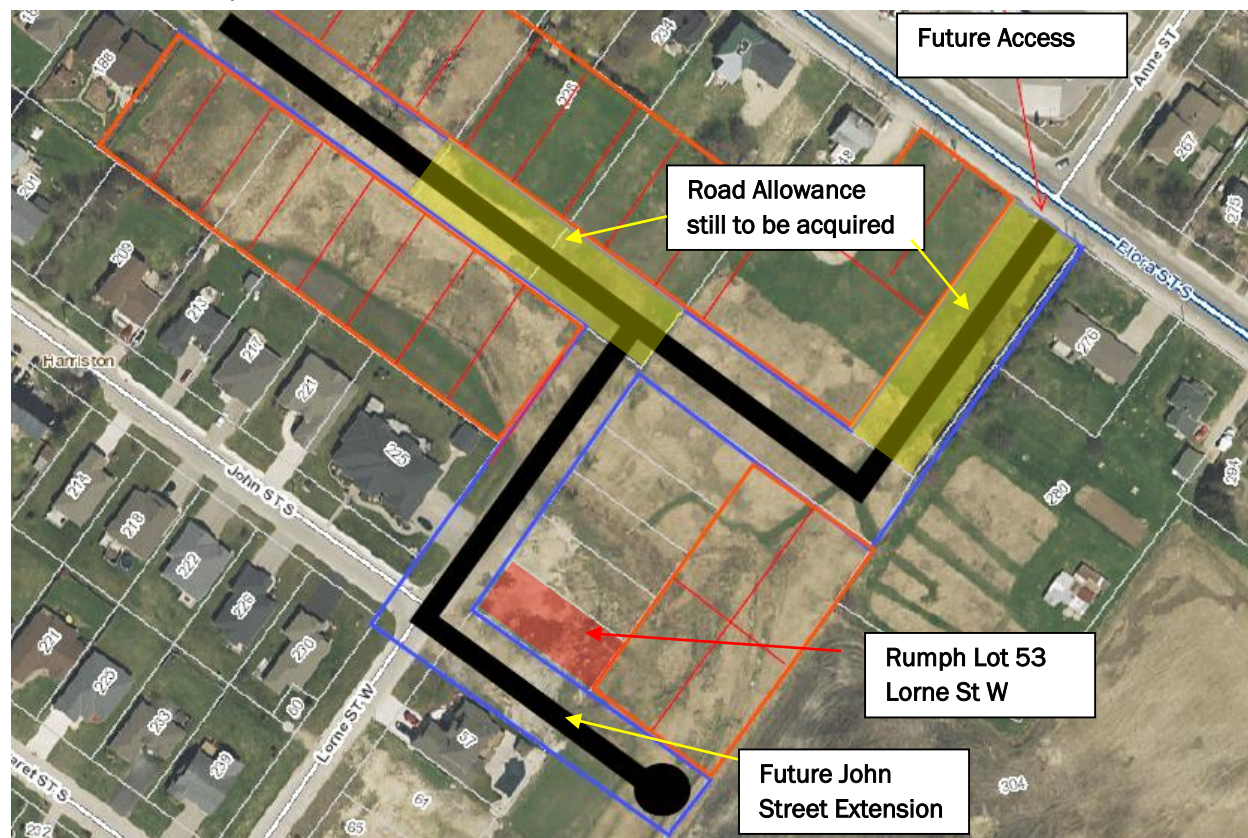
DATE: February 8, 2018
REPORT TO: Mayor and Council
FROM: Bill White, C.A.O. Clerk
SUBJECT: Temporary Driveway Agreement Brandon Rumph,
53 Lorne Street West

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

Brandon Rumph has bought a lot at the corner of Lorne Street West and the future extension of John Street South in Harriston and has applied for a building permit to construct a home. Lorne Street West was extended in 2017 by Moorefield Construction to service the Rumph lot shown in red below, and four additional lots.



The above layout shows a future road pattern for the area. The Town has a servicing agreement with Wellington Construction (now Moorefield) to provide for servicing Lorne Street and the eventual dedication of lands shown in yellow as future roadway. Land for the

future extension of John Street South was deeded to the Town in 2017, but it is not yet part of the public street system. Mr. Rumph has designed his home for 53 Lorne Street to have access off the future extension of John Street.

COMMENT

A temporary access agreement was provided to Mr. Rumph for review, and he has since signed it and agrees to the following general terms:

1. To install and maintain gravel driveway in good order and repair at all times as temporary driveway access to be replaced when John Street South is extended as an open municipal road.
2. Ensure temporary driveway meets Town standards which also apply to any future owner.
3. Repair the said temporary driveway gravel on ten business days written notice and if not repaired Town can do so at his expense.
4. Relocate the temporary driveway and connect it to John Street South in a manner and location acceptable to the Town when the street is opened as a public municipal road. The Town can also charge the cost of doing this if he fails to do so.
5. Indemnify and save harmless the Town from and against all loss, costs or damages related to the construction, existence, or repair of the temporary driveway.
6. Release the Town from any liability regarding use of the lands as a temporary driveway.
7. Maintain \$2 million liability insurance with the Town named as additional insured.
8. Pay any applicable fees and agree to registration of the agreement on title if needed.
9. Obtain all other approvals and meet applicable codes.

FINANCIAL CONSIDERATIONS

The Town could be forced to repair or relocate the driveway, but the ability to charge additional costs against the property should limit exposure.

RECOMMENDATION

That Council receives the report Temporary Driveway Agreement Brandon Rumph, 53 Lorne Street West and considers a bylaw in open session authorizing the Mayor and C.A.O. Clerk to sign the requested driveway access agreement.

Bill White, C.A.O. Clerk



TOWN OF MINTO

DATE: February 13, 2018

REPORT TO: Mayor and Council

FROM: Bill White C.A.O. Clerk

SUBJECT: Growth Plan for the Greater Golden Horseshoe

STRATEGIC PLAN:

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

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

BACKGROUND:

The Growth Plan for the Greater Golden Horseshoe was approved by the Province effective July 1, 2017. The Growth Plan “builds upon the policy foundation” of Provincial Policy, but takes “precedence over” it providing specific direction on future land use for the Greater Golden Horseshoe. Minto is within the most northwesterly edge of the “outer ring” of the Greater Golden Horseshoe Plan Area in May 2017 (see map below).



Growth Plan for the Greater Golden Horseshoe

The plan designates Clifford, Harriston and Palmerston as “Built-up Areas Conceptual”, the same designation as the City of Toronto, Guelph, Waterloo and other large urban centres. Although nearly invisible on the map, both Clifford and Harriston have sections designated as “Greenfield Areas – Conceptual” but no such area is identified in concert with Palmerston. Perth, Huron and Grey County on Minto’s borders, are excluded from the Growth Plan and are not subject to its higher level planning policies.

Essentially the Province through the Growth Plan dictates development follow a much more regimented process set by the Province coordinated between the County and Local municipalities. The intent is to ensure a diversity of land use is provided and key natural and agricultural areas are protected. This policy work is in a context of climate change and other Provincial policy initiatives. Within the “Outer Ring” of the Greater Golden Horseshoe, designated greenfield areas (newly developing settlement areas) shall develop at no less than 80 “residents and jobs combined” per hectare.

As far as Minto settlement areas, specific policies in the Growth Plan require the following:

- Upper and lower tier municipalities to establish a “hierarchy of settlement areas”
- Establish infrastructure plans based on full “life cycle costs” including options to pay the costs over time
- Optimize infrastructure along “transit and transportation corridors” and create “complete communities” using a “compact built form”
- Protect the environment and agricultural lands
- Apply a “municipal comprehensive review” which means a new official plan or amendment apply Growth Plan Policies

Currently the Minister is establishing a “methodology for assessing land needs to implement” the growth plan. The Ministry of Municipal Affairs summary of the methodology is attached to this report. The methodology is out for public consideration through February 28, 2018. The methodology is a 135 page discussion paper that outlines how to calculate future “community land area need” and “employment area land need”. If Council is interested in reading the full discussion paper can be found at the link below:

http://www.placestogrow.ca/images/pdfs/LNA/en/proposed_methodology_EN.pdf

COMMENTS:

This methodology when approved will dictate how the County and local tiers calculate the amount of land they will need for development through 2041. According to the Provincial listing of this methodology: “The results of that land needs assessment will then be used to inform the work of municipalities in applying the policies of the Growth Plan to update their own official plans. This is known as the municipal comprehensive review process.”

The County has advised Minto it will include the relevant “hierarchy of settlement areas” and establish parameters for future growth and boundary expansions within its next five year

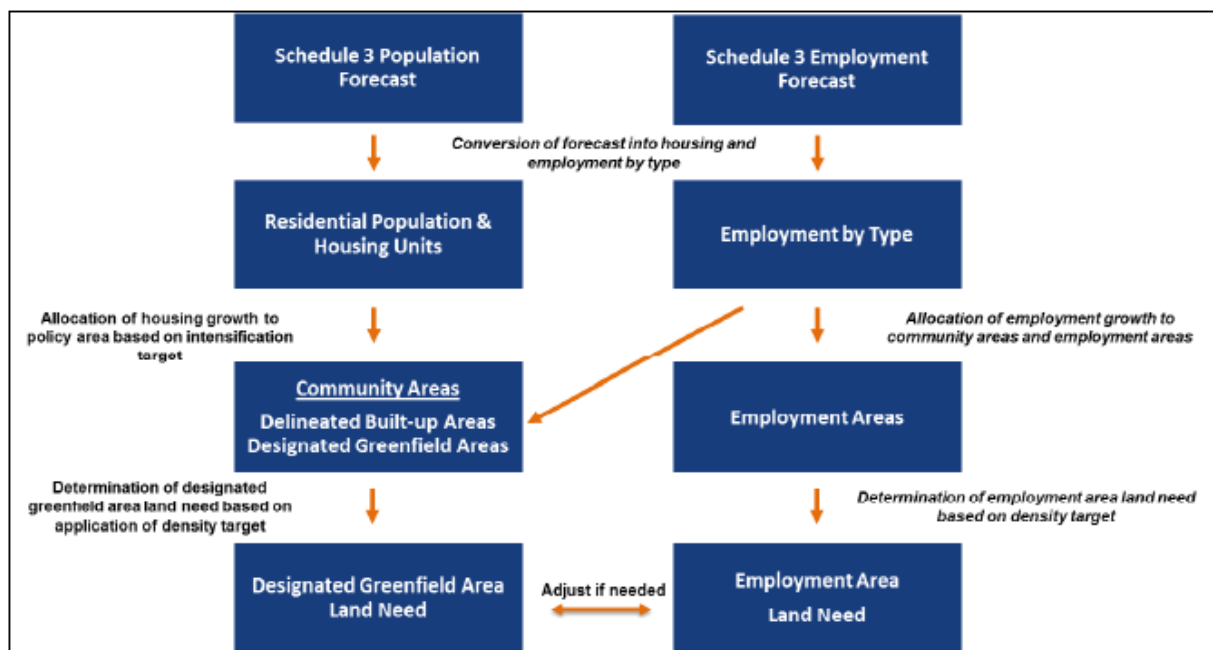
review of the official plan scheduled for 2019-20. Local tiers like Minto are to have specific growth policies within one year of the County approval. However, the methodology goes beyond the Five Year Review process, which the Province has input on, by imposing specific regimented way of assessing growth and space needs as in the following excerpt:

To support these minimum targets, the Growth Plan requires that certain tests must be met in order to justify need for any settlement area boundary expansions. Municipalities are required to demonstrate, among other matters, that there are insufficient opportunities to accommodate forecasted growth to the Growth Plan horizon through intensification in delineated built-up areas and in designated greenfield areas based on the respective minimum intensification and density targets for each of these policy areas.

The targets referenced in the excerpt refer to density targets set in the growth plan. The methodology clarifies that following the County five year review and before 2031 fifty percent of all new residential development is to occur in built up areas and 60% by 2041.

The methodology forces all upper and lower tier municipalities to calculate and assess growth in the exact same way, essentially a “one size fits all” solution dictated by the Province. The following attempts to summarize the methodology outlined in the 135 page discussion paper:

Figure 2: Proposed Methodology - general approach



To expand the Palmerston Settlement area boundary a couple of hundred acres will require the same methodology and analysis as it would to expand thousands of acres in the City of Toronto, Cambridge or Waterloo. Expansion of these settlement areas (past and future) has, and will have, more impact on the natural environment, traffic gridlock, downtowns, and loss of agricultural land than many urban boundary changes in small town rural Ontario.

Without getting into complicated details of the methodology, Council may wish to make general comment as to the need for such a regimented approach, the potential lack of flexibility it causes, and how the initiative takes away planning decisions from local communities and centralizes it entirely in Queen's Park. At the very least the Province should consider exempting municipalities under 15,000 population from the regimented methodology provided the intent of the Growth Plan is maintained through the Five Year review process directed by a local planning authority (in Minto's case Wellington County).

FINANCIAL CONSIDERATIONS:

The cost of the centralized planning program in the Growth Plan will be significant to developer, local and upper tier municipalities, particularly when settlement areas are expanded. Expanding the Palmerston Settlement Area Boundary will require investment in consulting expertise to navigate the new methodology, and other policy requirements, if no relief is provided. Development will take more time resulting in higher development costs and increase house prices. Local Council decision making is eroded by the Growth Plan, associated documents and the methodology in favour of regimented centralized planning.

RECOMMENDATION:

That Council receives the C.A.O. Clerk's February 13, 2018 report Growth Plan for the Greater Golden Horseshoe, and that the following resolution be filed in response to the Environmental Bill of Rights posting regarding the Discussion Paper: Proposed Methodology for Land Needs Assessment for the Greater Golden Horseshoe:

That Town of Minto Council requests the Province of Ontario not approve the Proposed Methodology for Lands Needs Assessment for the Greater Golden Horseshoe and that it remain as a guiding document only;

That municipalities in the outer ring of the Greater Golden Horseshoe under 15,000 population be exempt from the methodology, or that specific exemptions be included for settlement area expansions in the outer ring where the urban area will have a population under 5,000 people in 2041, provided growth targets set in the Five Year Official Plan review are met consistent with Provincial Policy; and

That Council express its concern about loss of local decision making in rural Ontario created by the Growth Plan, associated documents and methodology and resulting centralized Provincial control, particularly as it pertains to minor settlement area expansion in rural areas far from the Greater Golden Horseshoe.

Bill White MCIP RPP
C.A.O. Clerk

Summary of the Proposed Methodology for Land Needs Assessment for the Greater Golden Horseshoe

The Ministry of Municipal Affairs has released the Proposed Methodology for Land Needs Assessment for the Greater Golden Horseshoe, and is seeking your feedback by February 28, 2018.

Overview

The Greater Golden Horseshoe is one of the fastest growing regions in North America. The Growth Plan for the Greater Golden Horseshoe, 2017 (the "Growth Plan") was put in place to help manage this growth.

The Growth Plan's policies will help develop *complete communities*, curb sprawl, protect the natural environment, support economic development, and ensure that land to accommodate population and employment growth will be available when needed, now and in the future.

A guiding principle of the Growth Plan is to increase population and job densities to make efficient use of land and infrastructure, and support the viability of transit. To guide how and where to grow, the Growth Plan sets minimum density and intensification targets for parts of municipalities such as existing urban areas, *major transit station areas*, and new suburbs.

To implement the Growth Plan, municipalities are required to use a common provincial methodology for calculating the amount of land that they will need for development until 2041. This calculation is known as a land needs assessment. Using this methodology will help ensure that municipalities are using land efficiently and in accordance with provincial forecasts and targets. If the land needs assessment shows that more land is needed, municipalities will determine the location of that land through subsequent planning.

The Ministry of Municipal Affairs is now seeking feedback on the assessment methodology. Once submissions and comments are received and considered, the province will issue a final land needs assessment methodology.

Developing the Proposed Methodology

The proposed methodology was developed by the province to respond to recommendation 18 of the 2015 **report from the advisory panel**, chaired by David Crombie, which was appointed to support a review of four provincial land use plans for the Greater Golden Horseshoe.

Why a standard methodology?

In the past, approaches to land needs assessment and the reporting of results varied by municipality. Assessments were typically prepared to demonstrate how an official plan would meet the 2006 Growth Plan's density and intensification targets, and to justify the need to expand urban boundaries (*settlement areas*). Differing approaches were used to meet the Growth Plan's policy objectives, with mixed results, and many were the subject of extensive litigation at the Ontario Municipal Board.

Municipalities and other stakeholders have asked for consistency. In response, the new Growth Plan requires the province establish a standard methodology for assessing land needs.

The impact of land needs assessment

Once the final methodology has been established, it will be used by upper- and single-tier municipalities to determine the amount of land needed to accommodate future growth. It will inform decisions about whether to expand the boundary of urban areas (*settlement area* boundary expansion), or whether sufficient or *excess land* has already been designated.

The results of the land needs assessment will then be used to inform the work of each upper- and single-tier municipality in applying the policies of the Growth Plan to update their own official plans. This is known as the *municipal comprehensive review* process. The geographic location of lands to be developed or redeveloped will be determined by municipalities during the *municipal comprehensive review* process.

The Growth Plan provides municipalities with flexibility to determine how and where they accommodate their local demand for housing and employment. There are many ways to achieve this goal and build *complete communities*. Overall, the region is expected to see a shift towards approaches to housing and employment that uses land and infrastructure more efficiently.

Steps for land needs assessment

The proposed methodology uses a series of steps to determine the quantity of land needed to accommodate forecasted residential and job growth within upper- and single-tier municipalities in accordance with the Growth Plan's policies. It uses provincial population and employment forecasts and data, such as the national census population and household figures. The full Proposed Methodology for Land Needs Assessment in the Greater Golden Horseshoe, available **on the Environmental Registry**, contains more detailed information on these technical requirements.

Steps to calculate land needs for housing in community areas*:

(For details, refer to Chapter 3 of the full **Proposed Methodology**.)

1. Determine the number of additional people that will need housing.
2. Determine the number of new housing units required to accommodate these additional people.
3. Allocate housing units to meet Growth Plan requirements over the time period of the Growth Plan horizon (currently to 2041) and for each specific policy area, including:
 - *delineated built-up area*
 - *designated greenfield area*, and
 - *rural area*.
4. Determine the forecasted population of each policy area during specific time periods.
5. Finally, determine the quantity of land needed to accommodate housing in the "community areas" of *designated greenfield areas*, or the amount of *excess land*.

Steps to calculate land needs for jobs in community areas and employment areas*:

(See Chapter 4.)

1. Determine the number of additional jobs to be accommodated over the time period of the Growth Plan horizon (currently to 2041).
2. Determine the distribution of the additional jobs by job type and by location in community areas versus *employment areas*.
3. Allocate "community area" jobs to the *delineated built-up area* and to the *designated greenfield area*, applying Growth Plan requirements, and determine the quantity of land needed to accommodate jobs in the "community areas" of *designated greenfield areas*.
4. Finally, determine the amount of *employment area* land needed, or the amount of *excess land*.

*Land needs are assessed based on two different areas:

Community areas: Areas that consist of the *delineated built-up area* and *designated greenfield area*, but not *employment areas*. The vast majority of housing required to accommodate forecasted population, as well as the majority of forecasted jobs will be located in community areas. The jobs in these areas include most office, retail and other jobs.

Employment areas: Defined as: "Areas designated in an official plan for clusters of business and economic activities including, but not limited to, manufacturing, warehousing, offices, and associated retail and ancillary facilities." (Provincial Policy Statement, 2014) These are areas that have no housing, but that can include jobs of all types, and where most of the industrial-type buildings will be located. These areas could also include some office, retail and other jobs that provide services to people working in, or are related to the work occurring in the *employment area*.

How to participate

Comments and suggestions are valued and welcomed on the proposed methodology. Feedback from the consultation will inform a consistent, policy-led approach that can be readily adopted by municipalities across the region.

Following the close of the consultation period, the ministry may modify the proposal, and will issue a final methodology that municipalities in the Greater Golden Horseshoe will then be required to use. All comments and feedback received before the consultation closing date will be taken into consideration.

Learn more by reading the proposed methodology available **on the Environmental Registry**.



TOWN OF MINTO

DATE: February 15, 2018
REPORT TO: Mayor and Council
FROM: Gordon Duff, Treasurer
SUBJECT: Approval of Accounts

STRATEGIC PLAN:

Manage finances of the Town in a manner that is transparent and fiscally responsible through a variety of industry acceptable methods including maintaining healthy reserves, investing conservatively, reasonable user fees, controls on property taxes, and responsible borrowing.

BACKGROUND

The following is a summary of accounts by Department paid for January 31, 2018:

Administration	\$ 695,161.71
People & Property	
Health & Safety	
Health Services	
Building	1,437.88
Economic Development	3,663.29
Incubator	692.09
Tourism	
Fire	16,423.82
Drains	7,663.10
Roads	376,186.01
Cemetery	
Waste Water	8,460.25
Streetlights	894.93
Water	32,096.96
Town Landscaping Care	
Recreation	5,024.36
Clifford	5,174.30
Harriston	10,476.32
Palmerston	12,618.18
Norgan	<u>5,678.41</u>
	\$ 1,181,651.61

The following is a summary of accounts by Department paid for February 15, 2018:

Administration	\$ 132,563.76
People & Property	4,924.27

Health & Safety	
Health Services	
Building	
Economic Development	8,751.65
Incubator	403.98
Tourism	
Fire	40,644.84
Drains	
Roads	53,814.02
Cemetery	
Waste Water	23,561.90
Streetlights	7,624.08
Water	11,059.00
Town Landscaping Care	332.22
Recreation	925.25
Clifford	12,578.16
Harriston	16,874.43
Palmerston	16,069.28
Norgan	<u>2,870.46</u>
	\$ 332,997.30

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 receives the Treasurer's report dated February 18, 2018 regarding Approval of Accounts, and approves the accounts by Department for January 31 and February 15, 2018.

Gordon Duff, Treasurer



Public Works 2004 Truck Replacement

- **Strategic Plan**

Establish and maintain a fleet management system to allocate Town tax dollars efficiently toward vehicle maintenance and replacement, ensure reliable and safe vehicles are in service.

- **Background**

1. Council approved new winter control program for the 2017- 18 season; mostly positive feedback so far
2. New winter program makes better use of existing equipment & deploys staff in shifts to enhance service

Background 2004 Truck Replacement

3. Staff to report back on winter control in spring.
4. Benefit of program was two plow trucks would be surplus.
5. The Town currently has 3 tandem plow trucks & 5 single axel trucks; 1 tandem and 1 single axel would be surplus under this program; Tandems cost \$300,000 + and single axel +-\$250,000 to replace new



Background 2004 Truck Replacement

6. The Public Works Vehicle Replacement Plan allows for 10 to 15 year plow truck replacement.
7. Plan requires +/- \$400,000/yr reserve contribution to replace all vehicles (like Fire Dept.) from reserves; 2018 operating budget \$220,000 goes to reserves;
8. 2018 capital budget has \$150,000 to replace 2004 International Single Axel.



Comments 2004 Truck Replacement

Staff propose to tender for a heavy duty (Series 550 Ford, 5500 Dodge) vehicle with utility box and attachments; cost estimated \$150,000





Comments 2004 Truck Replacement

Price includes custom long lasting aluminum service box and optional attachments.



Comments 2004 Truck Replacement

- Truck is used for snow removal in winter; adapted to cold patching and other uses requiring dump box
- Leaf vacuum attachment would allow Town to reconsider roadside pick up looked at during 2014 budget (+-\$14,000 Council did not proceed)
- Tandem & single axel plow trucks limited use outside winter so fewer units stored through summer is better
- 2 tandems left in fleet could be replaced with surplus 7 yr. old County tandem trucks that cost 25% of new;
- Town could buy 4 surplus County tandem trucks for the price of a new unit and still meet its needs



Financial Considerations 2004 Truck Replacement

- 3 trucks shown would be auctioned to direct proceeds into reserve to pay for the new truck and attachments as budgeted for 2018
- Cost of Public Works Vehicle Replacement Plan reduced as follows:
 - From +-\$400,000/yr to +-\$333,000/yr if two plow trucks surplus (1 tandem & 1 single axel)
 - From +- 333,000/yr to +-\$320,000/yr if remaining tandem is replaced with surplus County units (2019 or 2020)
- 2018 Capital Budget \$150,000 for heavy duty vehicle purchase + attachments replace 2004 International

+ - \$200,000



\$300,000 +



+ - \$250,000



Less than \$150,000



Recommendation 2004 Truck Replacement

- That Council receives the Roads & Drainage Foreman Presentation Public Works Truck Replacement; approves tendering to replace the 2004 International Single Axle with a heavy duty (550, 5500 or similar) truck plus aluminum box and attachments; that one tandem and one single axel plow truck be identified as surplus to be considered for auction when Council awards the tender; and staff bring forward information on changing the Vehicle Replacement Plan to buy surplus County tandem trucks to replace the tandem trucks remaining in the Town fleet.

The Corporation of the Town of Minto
By-law No. 2018-07

to authorize an Access Agreement
with Brandon Rumph, 53 Lorne Street West, Harriston

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 a municipal power, including a municipality's capacity, rights, powers and privileges shall be exercised by By-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS the Town is the owner of lands south of Lorne Street West which would constitute a future extension to John Street South in the said Town of Minto (former Town of Harriston);

AND WHEREAS the Council of the Corporation of the Town of Minto is desirous to enter into an Access Agreement with Brandon Rumph (the builder) at 53 Lorne Street West which would use the future extension of John Street South as the primary vehicular access to the said home;

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

1. That the Mayor and C.A.O. Clerk are hereby authorized to sign and execute an Access 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 20th day of February, 2018

Mayor George A. Bridge

C.A.O. Clerk Bill White

THIS AGREEMENT made as of the 8th day of February, 2018

BETWEEN:

BRANDON RUMPH,
(hereinafter called “the Builder”)

OF THE FIRST PART

and

THE CORPORATION OF THE TOWN OF MINTO
(hereinafter called the “Town”)

OF THE SECOND PART

WHEREAS the Builder owns residential property located at the corner of Lorne Street West and a future extension of John Street South in the Town of Minto (former Town of Harriston), County of Wellington, has applied for a building permit to construct a home at 53 Lorne Street West which would use the future extension of John Street South as the primary vehicular access to the said home;

AND WHEREAS the Town is the owner of lands south of Lorne Street West which would constitute a future extension to John Street South in the said Town of Minto (former Town of Harriston), County of Wellington (hereinafter called the “Town lands”) and wishes to facilitate such access on the Town owned lands until such time as the lands are opened to a municipal road standard and dedicated by bylaw as a public highway;

AND WHEREAS the Builder and the Town are entering into this Agreement to recognize the temporary access on the said Town lands described as Part Park Lot E & Part Park Lot F, Survey Preston’s (88-D Minto) Harriston Being Part 6 Plan 61R-20828 Town of Minto;

AND WHEREAS the Town agrees to grant such permission upon the following terms and conditions hereinafter contained.

NOW THEREFORE THIS AGREEMENT IN WITNESS THAT the Builder hereby undertakes and agrees with the Town to:

1. Install and maintain a gravel driveway on a portion of the Town owned lands that will constitute an extension to John Street South, south of Lorne Street West in good order and repair at all times as temporary driveway access to the Builder’s home under proposed at 53 Lorne Street West and to be replaced at such time as John Street South is extended and accepted by the Town as an open municipal road.
2. Comply with the Town’s requirements with regard to installation of the driveway access to 53 Lorne Street West, and to advise any subsequent owner of the lands that access to the proposed lot must be installed in accordance with the requirements of the Town.
3. Repair the said temporary gravel upon ten (10) business days written notice if, in the opinion of the Town, it constitutes a danger to the public, provided that if the Builder fails to repair the said encroachment the Town may do so and the expense of such removal shall be paid by the Builder forthwith on demand.
4. Relocate at his own expense shall the temporary driveway and connect it to John Street South in a manner and location acceptable to the Town at such time as John Street South is to be opened as a public municipal road. If the Builder fails to relocate the temporary driveway as aforesaid, the Town may enter upon the said lands and premises of the Owner and relocated the driveway and connect it to John Street South and the expenses of such restoration shall be paid by the Owner forthwith on demand.
5. Indemnify and save harmless the Town from and against all loss, costs or damages which it may suffer or be put to and from and against all claims or actions which may be made or brought against the Town by reason of the said temporary driveway, its construction, existence, repair or resulting therefrom in any way whatsoever.
6. Release the Town from any and all liabilities, suits, claims and demands (whether for property damage or for personal injury or death and whether founded in tort, contract or quasicontract) which at any time might be exerted by the Builder arising out of the

existence of the temporary driveway or out of any act or omission of the Town.

- 7. Provide and maintain public liability and property damage insurance in a form (containing endorsements names the Town as an additional insured and providing a cross-liability clause) and amount satisfactory to the Town and to file a certified copy of the said insurance policy with the Town upon when requested and upon renewal of the insurance coverage. The amount of the insurance must be \$2,000,000.00 and a notice in writing to be provided to the Town thirty (30) days prior to the end date of the insurance coverage.
- 8. The Payment of any fees or expenses under this agreement may, at the option of the Town, be enforced in a like manner as taxes that are due and payable in respect of land owned by the Town as recited.
- 9. Agree to the registration of this agreement against the title of the lands if required by the Town and to disclose the requirements of this agreement to any subsequent Owner of the subject lands.
- 10. Agree to comply with all other municipal codes and requirements of the Town and other applicable agencies as may be required during the processing of this matter.
- 11. All notices required to be given by the Town to the Builder or by the Builder to the Town under the provisions of this agreement shall be addressed in the case of the Builder, to 53 Lorne Street West, P.O. Box _____, Harriston, ON, N0G 1Z0 and in the case of the Town, to the C.A.O. Clerk, Town of Minto, 5941 Highway 89, Harriston, ON, N0G 1Z0.

IN WITNESS WHEREOF the parties have hereunto set their hands and seals.

SIGNED, SEALED AND DELIVERED

In the presence of

)

)

)

)

.....

) Brandon Rumph

) Builder

)

.....

) Witness

)

)

) THE CORPORATION OF THE TOWN OF MINTO

) Per:

)

) Mayor, George Bridge

)

)

) CAO/Clerk, Bill White

)

) We have authority to bind the corporation.

The Corporation of the Town of Minto
By-law No. 2018-08

To confirm actions of the Council of the
Corporation of the Town of Minto
Respecting a meeting held February 20, 2018

WHEREAS the Council of the Town of Minto met on February 20, 2018 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 February 20, 2018 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 20th day of February, 2018.

Mayor George A. Bridge

C.A.O. Clerk Bill White