



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