Council Minutes
Tuesday, February 20, 2018 6:30 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 for all or part of the meeting:
Bill White, C.A.O. Clerk
Annilene McRobb, Deputy Clerk
Chris Harrow, Fire Chief
Belinda Wick-Graham, Business & Economic Manager
Gordon Duff, Treasurer
Greg Mallett, Recreation & Facilities Assistant
Quinn Foerter, Clerical Financial Assistant, Recording Secretary
Janet Klemp, Tax Collector
Mike McIsaac, Road and Drainage Foreman

1. Call to Order 7:08 PM
2. Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act- None
3. Motion to Convene into Closed Session

RESOLUTION 2018-23
Moved By: Councillor Anderson; Seconded By: Councillor Elliott
THAT The Council of the Town of Minto conduct a meeting Closed to the Public to discuss the following:

- Previous Minutes of the January 9, 2018 Closed Session
- Proposed or Pending Acquisition or Disposition of Land- Harriston
- Personal Matters about an Identifiable Individual, including Municipal or Local Board Employees

Carried

4. Motion to Convene into Open Session

RESOLUTION 2018-24
Moved By: Councillor Turton ; Seconded By: Councillor Colwell
THAT The Council of the Town of Minto resume into open Council.

Carried

5. Minutes of Previous Meeting

a. Regular Council Minutes of January 23, 2018

RESOLUTION 2018-25
Moved By: Councillor Elliott; Seconded By: Councillor Anderson
THAT the minutes of the January 23, 2018 Council Meeting be approved.

Carried

6. Additional Items Disclosed as Other Business

Mayor Bridge, Councillors Dirksen & Anderson disclosed items.

7. Resolution Moving Council into Committee of Adjustment

RESOLUTION 2018-26
Moved By: Councillor Elliott; Seconded By: Councillor Turton
THAT The Town of Minto Council convenes into Committee of Adjustment.

Carried

a. Minor Variance Application MV-2018-01, 9551 Road 3 N, Carl Bauman

See Schedule "A" for minutes.

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

RESOLUTION 2018-27
Moved By: Councillor Colwell; Seconded By: Councillor Dirksen
THAT The Committee of Adjustment convenes into Committee of the Whole.

Carried

9. Public Meeting - None

10. Delegations

a. Harriston Kinsmen Flood Fund

Paul Hope of the Kinsmen outlined some of the larger donations such as the Drew BBQ Team, Palmerston Lions, and Sam Faulkner. Over $12,000 was raised and every applicant received money after review by an independent committee.

b. Janet Klemp, 8th Annual Mayors Charity Golf Tournament

Janet Klemp and Gordon Duff announced applications are being accepted from non-profit

groups to support the Mayors 8th Charity Golf Tournament Committee. The Golf Tournament raised $72,000 overall benefitting over 25 local community groups.

c. Andrea Bartels Account Manager JLT Canada, Stephen Wylie, Wylie Insurance, 2018 Insurance Renewal (Staff Report Attached)
Andrew Bartels and Stephen Wylie handed out renewal summaries and outlined the changes to the 2018 coverage. The premium is $253,841 which is $2,471 less than stated in the staff report due to property adjustments. Council discussed the renewal and asked about comparison to Wellington North, volunteers over 80 years old and alcohol coverage. It was noted coverage depends on property value, coverage and vehicles, but Minto's risk management has been good despite the bridge fire and flood claims. Mayor Bridge noted the premium is still less than the competitor bid in 2014.

COW 2018-25
Moved by Councillor Dirksen; Seconded by Councillor Turton
That Council approve the 2018 Insurance Renewal at $553,841 plus coverage for volunteers over 80.

Carried

11. Public Question Period- None

12. Correspondence Received for Information or Requiring Direction of Council
a. Town of Lakeshore, Marijuana Tax Revenue Resolution
b. Mapleton Seniors Centre for Excellence, February 2018 Calendar & Newsletter
c. MP John Nater, Response from Minister of Public Safety and Emergency Preparedness re: The National Disaster Mitigation Program
d. Ontario Farmland Trust, 2018 Ontario Farmland Forum
e. Waterloo-Wellington LHIN, January Newsletter
f. AMO, Fire Medic Protection Needed for Municipal Governments
g. Town of Essex, Offering School Property to Municipalities
h. Ontario Ombudsman, The Watchdog January Newsletter

MOTION: COW 2018-26
Moved By: Councillor Anderson; Seconded By: Councillor Turton
THAT Council receive the correspondence for information.

Carried

13. Reports of Committees and Town Staff, Matters Tabled and Motions for Which Notice Has Been Previously Given
a. Committee Minutes for Receipt
1. Saugeen Valley Conservation Authority Minutes of December 19, 2017

MOTION: COW 2018-27
Moved By: Councillor Turton; Seconded By: Councillor Anderson

THAT the Saugeen Valley Conservation Authority Meeting Minutes of December 19, 2017 be received for information.

Carried

2. Saugeen Valley Conservation Authority Annual Minutes of January 16, 2018

MOTION: COW 2018-28
Moved By: Councillor Turton; Seconded By: Councillor Anderson
THAT the Saugeen Valley Conservation Authority Annual Meeting Minutes of January16, 2018 be received for information.

Carried

b. Committee Minutes for Approval

1. Cultural Roundtable Committee Minutes of January 22, 2018

Economic Development Manager Belinda Wick Graham highlighted the 2018 Action Plan and the Cool Cones Public Art Project. Committee is still looking for artist submissions.

MOTION: COW 2018-29
Moved By: Councillor Anderson; Seconded By: Councillor Dirksen
THAT Council receives the Cultural Roundtable Committee Minutes of January 22, 2018 and approves any recommendations contained therein.

Carried

2. Economic Development and Planning Committee Minutes of February 8, 2018

Belinda Wick-Graham noted top priorities in 2018 such as on-line community guide Townfolio, Youth Spaces, Increased Promotion of Community Assets and Clifford Diggin'It. A façade grant was recommended for Shawn Wells 107 William Street Palmerston.

MOTION: COW 2018-30
Moved By: Councillor Turton; Seconded By: Councillor Colwell
THAT Council receives the Economic Development and Planning Committee Minutes of February 8, 2018 and approves any recommendations contained therein.

Carried

3. Parks and Recreation Advisory Committee Minutes of January 29, 2018

Recreation & Facilities Assistant Greg Mallet advised of the growth of Try-It Sports and noted the bid for an after-school program was submitted to the Upper Grand District School Board. A "loaner" machine is still at the Palmerston Arena due to delays in delivering the new Olympia. A meeting Monday March 5th at 7:00 PM at the Municipal Office will be to discuss parks and green spaces.

MOTION: COW 2018-31
Moved By: Councillor Colwell; Seconded By: Councillor Dirksen
THAT Council receives the Parks and Recreation Advisory Committee minutes of January 29, 2018 and approves any recommendations contained therein.

Carried

c. Staff Reports

1. Chief Building Official, January 2018 Building Permit Stats

C.A.O. White reviewed the Chief Building Official's report in his absence. Highlights from January include three large agricultural permits.

MOTION: COW 2018-32
Moved By: Councillor Turton; Seconded By: Councillor Anderson
THAT Council receive the Chief Building Official's January Permit Review for information.

Carried

2. Chief Building Official, Model Home Agreement - Wrighthaven Homes

C.A.O. White noted the Town has a signed subdivision agreement and securities. The Model Home Agreement, including the $5000 security deposit, is the same as Clair Ridge Estates.

MOTION: COW 2018-33
Moved By: Councillor Dirksen; Seconded By: Councillor Turton
THAT Council receives the Chief Building Official's report dated February 14, 2018 report Wrighthaven 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.

Carried

3. Co-Chairs JHSC, Joint Health and Safety Committee Annual Update

Co-Chair Greg Mallett reported on Spring & Fall inspections. Staff are completing Health and Safety refreshers in the next month.

MOTION: COW 2018-34
Moved By: Councillor Dirksen; Seconded By: Councillor Anderson
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.

Carried

4. Recreation Services Manager, Trails Funding Programme

Greg Mallett reported $43,290.30 was spent on trails in 2017, and reviewed the request for $20,826.24 from the County. He and Mayor Bridge noted unused amounts from the County could become available to municipalities like Minto who are active in trail development.

MOTION: COW 2018-35
Moved By: Councillor Colwell; Seconded By: Councillor Turton
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 from their Trail Funding Programme.

Carried

5. Fire Chief, New FPPA Regulations

Chief Chris Harrow outlined new regulations being added to the Fire Protection and Prevention Act, and the impact on Minto Fire. He noted new training rules make recruitment more difficult although the newest recruits are willing to accept more stringent training.

MOTION: COW 2018-36

Moved By: Councillor Anderson; Seconded By: Councillor Turton

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.

Carried

6. C.A.O. Clerk, Joint Public Meeting Harriston Flooding Update

C.A.O. Clerk White gave a brief outline of the factors causing the June 23, 2017 flood, as well as the steps. With Council's consent, LIDAR mapping should be flown in March and the data collected will be used to model a flow used for existing flood maps. A Public Meeting will be held on May 29th, 2018 at 7:00 PM at the Harriston Community Complex where the public can speak to Town, County and Conservation Authority representatives.

MOTION:COW 2018-37

Moved By: Councillor Colwell; Seconded By: Councillor Turton

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.

Carried

7. C.A.O. Clerk, Street Naming Creekbank Meadows Subdivision

C.A.O. Clerk White reviewed the proposed names Bridge and Stephenson recommended by the Legion. Council discussed the reason for adding Crescent, Court or Way instead of Road or Street. The Fire Chief noted the County asked for this due to dispatch requirements.

MOTION: COW 2018-38

Moved By: Councillor Turton; Seconded By: Councillor Dirksen

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.

Carried

8. C.A.O. Clerk, Clifford Elora Street Reconstruction Tender Award

C.A.O. Clerk White reviewed Triton Engineering's summary of the recent tender for the Elora Street Reconstruction. The Moorefield Excavating bid is the lowest. Staff will report back on reductions, use of contingency and funding to offset the overage of $168,000 plus HST.

MOTION: COW 2018-39
Moved By: Councillor Anderson; Seconded By: Councillor Dirksen
THAT Council receives the February 14, 2018 report from Triton Engineering; Reconstruction of Elora Street (Highway 9) Clifford, and that the tender Reconstruction of Elora Street be awarded to Moorefield Excavating Ltd 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.

Carried

9. C.A.O. Clerk Temporary Access Agreement Brandon Rumph 53 Lorne Street West
The C.A.O. Clerk outlined terms in the Temporary Access Agreement, including $2 million liability insurance, and maintenance of the driveway and future John Street access.

MOTION: COW 2018-40
Moved By: Councillor Turton; Seconded By: Councillor Anderson
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.

Carried

10. C.A.O. Clerk Growth Plan for the Greater Golden Horseshoe
C.A.O. Clerk White outlined requirements in the Growth Plan for the Greater Golden Horseshoe and impacts on Minto. A 132 discussion paper will force all upper tier and lower tier municipalities to calculate growth using the same method so rules in Clifford and municipalities like Cambridge are similar. Higher development costs, delays and increased house prices as well as much higher density in small communities can be expected.

MOTION: COW 2018-41
Moved By: Councillor Colwell; Seconded By: Councillor Turton
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 is 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.

Carried

Councillor Colwell assumed the Chair.

11. Treasurer, Approval of Accounts Jan 31 and Feb 15, 2018

Treasurer Gordon Duff highlighted expenditures such as investment transfer, County supplemental taxes, paving and road patching, Minto Pines Water system repairs, Minto Fire radios, salt and sand.

MOTION: COW 2018-42
Moved By: Councillor Dirksen; Seconded By: Mayor Bridge
THAT Council receives the Treasurer's report regarding Approval of Accounts, and approves accounts by Department for January 31, 2018 as follows: Administration $695,161.71, Building $1,437.88, Economic Development $3,663.29, Incubator $692.02, Fire $16,423.82, Drains $7,663.10, Roads $376,186.01, Waste Water $8,460.25, Streetlights $894.93, Water $32,096.96, Recreation $5,024.36, Clifford $5,174.30, Harriston $10,476.32, Palmerston $12,618.18, Norgan $5,678.41 for a total of $1,181,651.61.
AND FURTHER THAT Council receives the Treasurer's report regarding Approval of Accounts, and approves accounts by Department for February 15, 2018 as follows: Administration $132,563.76, People & Property $4,924.27, Economic Development $8,751.65, Incubator $403.98, Fire $40,644.84, Roads $53,814.02, Waste Water $23,561.90, Streetlights $7,624.08, Water $11,059.00, Recreation $925.25, Clifford $12,578.16, Harriston $16,874.43, Palmerston $16,069.28, Norgan $2,870.46 for a total of $332,997.30.

Carried

Councillor Turton assumed the Chair.

12. Roads & Drainage Foreman, Public Works 2004 International Truck Replacement

Roads & Drainage Foreman Mike McIsaac reported the new winter control program is being met with mostly positive feedback. One benefit is that two plow trucks are surplus.

MOTION: COW 2018-43
Moved By: Councillor Anderson; Seconded By: Councillor Dirksen
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.

Carried

d. Other Business Disclosed as Additional Items

Councillor Anderson brought forward a motion from Closed Session

MOTION: 2018-44
Moved By: Councillor Anderson; Seconded By: Councillor Dirksen
THAT Council direct staff to initiate procedures under the Disposition of Land Bylaw to convey to Quality Homes less than 0.29 acres of Town owned lands on the former Harriston Senior School property including giving notice in the Wellington Advertiser and Minto Express that a bylaw authorizing the Mayor and C.A.O. Clerk to execute all documents related to the transaction will be considered at the March 20, 2018 meeting, that a report come forward in open session March 6 regarding declaring the lands surplus, and that an assessment of the value of the lands to be transferred to Quality Homes be obtained.

Carried

Councillor Dirksen mentioned that the Wellington County Farm and Home Safety Association hosts pancake breakfast Saturday February 25th, 2018 at the Alma Community Centre.

Mayor Bridge noted a County meeting about Rural Transportation February 14th, and asked Council to consider a motion supporting in principal Rural Transportation in Wellington County. A public meeting will be held about the Teviotdale Roundabout.

MOTION: COW 2018-45
Moved By: Councillor Anderson, Seconded By: Councillor Turton
THAT Minto Council supports in principal Wellington County's initiative to bring Rural Transportation subject to details on participation and cost being provided for consideration.

Carried

14. Motion to Return To Regular Council

RESOLUTION 2018-28
Moved By: Councillor Anderson; Seconded By: Councillor Dirksen
THAT the Committee of the Whole convenes into Regular Council meeting.

Carried

15. Notices of Motion

16. Resolution Adopting Proceedings of Committee of the Whole

RESOLUTION 2018-29
Moved By: Councillor Turton; Seconded By: Councillor Colwell
THAT The Council of the Town of Minto ratifies the motions made in the Committee of the Whole.

Carried

17. By-laws

a. 2018-07, Access Agreement for 53 Lorne St W - Brandon Rumph

RESOLUTION 2018-30
Moved By: Councillor Dirksen; Seconded By: Councillor Anderson
THAT By-law 2018-07; to authorize an Access Agreement with Brandon Rumph, 53 Lorne Street West, Harriston; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

b. 2018-08, Confirming Proceedings of February 20, 2018 Committee of the Whole/Council Meeting

RESOLUTION 2018-31
Moved By: Councillor Colwell; Seconded By: Councillor Dirksen
THAT By-law 2018-07; To confirm actions of the Council of the Corporation of the Town of Minto Respecting a meeting held February 20, 2018; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

18. Adjournment 9:38 PM

RESOLUTION 2018-32
Moved By: Councillor Dirksen; Seconded By: Councillor Turton
THAT The Council of the Town of Minto adjourn to meet again at the call of the Mayor.

Carried

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Deputy Mayor Ronald Faulkner C.A.O. Clerk Bill White

Schedule "A"
Minutes of the Committee of Adjustment Hearing
Tuesday February 20, 2018 7:00 pm Council Chambers
Minor Variance Application File No. MV-2018-01, Bauman

Chair Bridge called the hearing to order at 7:10 and stated any decision reached by this Committee 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.

The Secretary –Treasurer stated 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 proposed variance would permit 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 Zoning By-Law 01-86, as amended, permits a maximum Home Industry floor area of 232.25m2 (2500 sq. ft.).

Notice was mailed to landowners within 60 metres of the subject lands and applicable agencies, and posted on the property February 2, 2018. No concerns were expressed by Town staff, Wellington County Planning, and Maitland Valley Conservation Authority.

Chair Bridge called upon the applicant who had no comments. He called on Town staff for review of the circumstances around the construction. Chair Bridge requested any persons wishing to speak to the application to come forward and address the Committee of Adjustment through the Chair. No one came forward.

The Secretary -Treasurer provided resolution(s) for the Committee to consider. Committee members should only sign if they are in favour of the decision.

MOTION: COA 2018-01
Moved By: Councillor Colwell; Seconded By: Councillor Anderson
THAT The Town of Minto Committee of Adjustment 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 sp. 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.)

Carried

Chair Bridge stated that 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 and officially adjourned the Public Hearing at 7:14 PM.

_____ _____

George A. Bridge, Chair Bill White, Secretary-Treasurer