



**Council Minutes**  
**Tuesday, July 3, 2018 2:30 p.m.**  
**Council Chambers**

**Council Present:**

Deputy Mayor Ron Faulkner  
Councillor Mary-Lou Colwell  
Councillor Dave Turton  
Councillor Judy Dirksen  
Councillor Ron Elliott

**Council Regrets:**

Mayor George A. Bridge  
Councillor Jean Anderson

**Staff Present for all or part of the meeting:**

Bill White, C.A.O. Clerk	Annilene McRobb, Deputy Clerk, Recording Secretary
Gordon Duff, Treasurer	Terry Kuipers, Chief Building Official
Quinn Foerter Clerk's Assistant	Belinda Wick-Graham, Business & Economic Manager
Michelle Brown, Building Assistant	Mike McIsaac, Road & Drainage Foreman

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

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

Councillor Colwell declare a conflict of interest for item 13 c) 7) Temporary Extension of Liquor License – Harriston Legion Br. 296 and Councillor Dave Turton declared a conflict of interest for item 13 c) 1) Signage Grant – Dr. Shawn McDonald – 16 John St. Palmerston

**3. Motion to Convene into Closed Session**

**RESOLUTION 2018-123**

**Moved By: Councillor Elliott; Seconded By: Councillor Colwell**

**THAT The Council of the Town of Minto conduct a meeting Closed to the Public to discuss the following:**

- **Previous Minutes of the May 22, 2018 Closed Session**
- **Labour Relations or Employee Negotiations- Public Works**
- **Labour Relations or Employee Negotiations- Employee Benefits**

**Carried**

**4. Motion to Convene into Open Session 3:10 p.m.**

**RESOLUTION 2018-124**

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

**THAT The Council of the Town of Minto resume into open Council.**

**Carried**

**5. Minutes of Previous Meeting**

**a. Regular Council Minutes of June 19, 2018**

**RESOLUTION 2018-125**

**Moved By: Councillor Elliott; Seconded By: Councillor Colwell**

**THAT the minutes of the June 19, 2018 Council Meeting be approved.**

**Carried**

**6. Additional Items Disclosed as Other Business**

Councillor Turton and Dirksen and Deputy Mayor Faulkner disclosed items.

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

**RESOLUTION 2018-126**

**Moved By: Councillor Elliott; Seconded By: Councillor Turton**

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

**Carried**

**8. Public Meeting - 5:00 p.m.**

**a. Notice of Engineer's Report Section 4 Drainage Act Municipal Drain 39-2018 Parts of Lots 5 to 7, Concessions 6 and 7, in the Town of Minto, County of Wellington**

Deputy Mayor Faulkner Chaired the Public Meeting and called the meeting to order at 5:02 p.m. C.A.O. Clerk White advised the meeting is to consider the amended Engineering report prepared by Dietrich Engineering Limited dated June 20, 2018 for Drain 39-2018. Notice of the meeting was sent to 10 Landowners with copies of the amended report. Copies of the amended report were circulated to Town Staff, Ministry of Agriculture, Food and Rural Affairs, Ministry of Natural Resources and Saugeen Valley Conservation Authority.

Chair Faulkner called on Greg Nancekivell of Dietrich engineering who summarized the changes to the constructions costs in the report which did not change the assessments.

Town staff had no comments. Chair Faulkner called on persons to provide information that might influence Council's decision on the matter, and an opportunity for affected landowners to add or remove their names from the petition. No one came forward. The Chair stated Council must decide whether or not to proceed with the project by provisionally adopting the engineer's report by by-law, or referring the report back to the engineer for modifications. There is no right to appeal assessments or other aspects of the engineer's report at this meeting; these appeal rights will be made available later in the procedure.

C.A.O. Clerk noted that a provisional by-law will be presented during open Council at the wish of Council. Chair Faulkner officially adjourned the meeting at 5:05 p.m.

b. Notice of Engineer's Report Section 4 Drainage Act Municipal Drain 24-2018 Parts of Lots 104 to 110, Concession C and Parts of Lots 103 to 108, Concession D in the Town of Minto, County of Wellington.

Deputy Mayor Faulkner Chaired the Public Meeting and called the meeting to order at 5:06 p.m. The C.A.O. Clerk noted the meeting is to consider the engineering report prepared by Dietrich Engineering Limited dated June 22, 2018 for Drain 24-2018. Notice of the meeting was sent to 13 Landowners with copies of the amended report. Copies of the report were circulated to Town Staff, Ministry of Agriculture, Food and Rural Affairs, Saugeen Valley Conservation Authority and Ministry of Natural Resources.

Chair Faulkner called on Greg Nancekivell of Dietrich Engineering who provided a summary of the report noting that the original petition for this drain was started in 2012.

Town staff had no comments. Chair Faulkner called on persons in attendance wishing to provide information that might influence Council's decision on the matter. Helmut Seebach came forward and stated that he felt that the assessment is too high for his property. Mr. Nancekivell noted Mr. Seebach owns two farms that benefit from the work which increases his cost. Court of Revision is a landowner's opportunity to ask to revise the assessment.

The Chair noted Council decides whether or not to proceed with the project by provisionally adopting the engineer's report by by-law, or referring the report back to the engineer for modifications. There is no right to appeal assessments or other aspects of the engineer's report at this meeting; these appeal rights will be made available later in the procedure. The C.A.O. Clerk White noted a provisional by-law will be presented during open Council. Chair Faulkner officially adjourned the meeting at 5:17 p.m.

c. Zoning Amendment -Doug Chalmers Inc. & Nicholaas Hendrik Brouwer ZBA2018-04  
Deputy Mayor Faulkner Chaired the meeting and called it to order at 5:18 p.m. requesting any member of the public present to please sign the attendance record.

Chair Faulkner stated that if a person or public body does not make oral submissions at a public meeting or make written submissions to the Town of Minto before the By-law is passed, the person or public body is not entitled to appeal the decision of the Town of Minto to the Ontario Municipal Board and the person or public body may not be added as a party to the hearing of the appeal before the Board unless, in the opinion of the Board, there are reasonable grounds to do so.

C.A.O. Clerk White stated the subject property is located on CON D PT LOT 114 PART 1 with a municipal address of 6739 Wellington RD 109 & 6630 Wellington RD 123, Teviotdale, Town of Minto. The proposed amendment would rezone part of the subject lands from:

- Agricultural Exception (A-61) to Light Industrial M1-41 and to allow the fueling and parking of school buses
- Agricultural Exception (A-61) to Unserved Residential Zone (R1A)
- Agricultural Exception (A-61) to Rural Industrial (RIN)
- To permit a reduced lot area of about 8.29 ha (20.5 ac) for the retained parcel

Rezoning was filed in conjunction with severance applications B52/18, B53/18 and B54/18 currently before the County Land Division Committee. The proposed severances would add additional land to properties at 6624, 6630, and 6634 Wellington Road 123. The proposed severed parcels are currently zoned Agricultural Exception (A-61). The rezoning would place the severed parcels in the same zone as the existing lots which are being added to/merged. Notices as mailed to property owners within 400 feet or 120 meters of the lands and applicable agencies June 14, and posted on the subject properties. Reports were received from Town staff and County of Wellington Planners who are present.

Chair Faulkner called on applicant or agent to provide comments on the proposed amendment or anyone in favour of the proposed amendment. No one came forward.

Chair Faulkner called on persons opposed to the proposed amendment. Judy Wass of 6733 Wellington Road 109 came forward with concerns regarding the re-zoning from Agricultural to Light Industrial and asked for clarification on light industrial uses. Curtis Marshall, Senior Planner of the County of Wellington was in attendance and provided information.

Chair Faulkner stated that if you wish to be notified of the decision of the Council of the Town of Minto in respect to the proposed Zoning By-law Amendment application, you must make a written request to the Clerk of the Town of Minto at 5941 Highway 89, Harriston, NOG 1Z0 or by email at [Bwhite@town.minto.on.ca](mailto:Bwhite@town.minto.on.ca) with no further comments Chair Faulkner adjourned the Public Meeting at 5:31 p.m.

Report B52/18, B53/18 and B54/18 Doug Chalmers Inc & Nicholas Brouwer Severance Municipally known as, 6624, 6630, 6634 Wellington Rd 123

Building Assistant Michele Brown presented her report regarding the severances.

**MOTION: COW 2018-182**

**Moved by: Councillor Turton; Seconded by: Councillor Colwell**

**THAT the Council recommends County of Wellington Land Division Committee approve Severance Applications B52/18, B53/18 and B54/18, Doug Chalmers Inc & Nicholas Brouwer Severance municipally known as, 6624, 6630, 6634 Wellington Rd 123, Teviotdale, Town of Minto 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 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.**
- 3. THAT the applicant prepares and submit a grading and drainage plan for the retained portion to the satisfaction of the Town of Minto, which may require a plan prepared by a professional engineer prior and that the owner complete the provisions of the approved grading and drainage plan and storm water management plan pursuant to development of the subject lands.**
- 4. THAT the applicant obtains 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.**

**Carried**

**9. Minor Variance Public Meeting - 5:00 p.m.**

- a. Minor Variance Application File No. MV-2018-04, WrightHaven Homes**  
(See Schedule "A" attached for Minutes)

**RESOLUTION 2018-127**

**Moved By: Councillor Dirksen; Seconded By: Councillor Elliott**

**THAT The Committee of the Whole convenes into Committee of Adjustment.**

**Carried**

**10. Delegations**

- a. Bill Nelson, Coldwell Banker, Quality Homes Signage**

Bill Nelson outlined proposed signage for the Harriston Heights project some of which they propose on Town owned lands. He provided packages showing the land they would like to use. Quality Homes is also renting space at LaunchIt for sales. The C.A.O. Clerk noted on-

line opportunities to advertise through the Town website and suggested if Council is interested that an agreement be developed.

**MOTION: COW 2018-161**

**Moved by: Councillor Turton; Seconded by: Councillor Dirksen**

**THAT Council instructs staff to bring forward a proposed agreement for possible rental of town lands for signage related to the Heritage Heights Quality Engineering Homes development.**

**Carried**

**11. Public Question Period- No one came forward**

**12. Correspondence Received for Information or Requiring Direction of Council**

- a. The Town of Amherstburg, Resolution – Cannabis Grace Period Request
- b. Township of Montague, Resolution - Municipal Authority over Landfill Sites
- c. Guelph Wellington Crime Stoppers, Summer Newsletter
- d. Wellington-Dufferin-Guelph Public Health, Considerations: Town of Minto Strategic Plan Update
- e. Ombudsman Annual Report
- f. Mapleton Seniors Centre for Excellence, July Calendar and Newsletter
- g. Mervin Bearinger, withdrawal of Zoning for Dog Kennel (provided to Council at meeting)

C.A.O. Clerk White noted that item g) was a withdrawal of a re-zoning request that had been deferred at the previous meeting. Item d) was pulled for discussion.

**MOTION: COW 2018-162**

**Moved by: Councillor Colwell; Seconded by: Councillor Turton**

**THAT correspondence Item d) Wellington-Dufferin-Guelph Public Health, Considerations: Town of Minto Strategic Plan Update is referred to the 2018-2020 Council.**

**Carried**

**MOTION: COW 2018-163**

**Moved By: Councillor Dirksen; Seconded By: Councillor Elliott**

**THAT correspondence is received as 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. Maitland Valley Conservation Authority Board Meeting Minutes of March 21, 2018
  - 2. Maitland Valley Conservation Authority Board Meeting Minutes of May 16, 2018

3. Source Protection Committee Meeting Minutes of January 26, 2018

**MOTION: COW 2018-164**

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

**THAT the Maitland Valley Conservation Authority Board Meeting Minutes of March 21, 2018, Maitland Valley Conservation Authority Board Meeting Minutes of May 16, 2018 and Source Protection Committee Meeting Minutes of January 26, 2018 be received for information.**

**Carried**

- b. Committee Minutes for Approval

1. Cultural Roundtable Committee Minutes of June 18, 2018

Belinda Wick-Graham reviewed the process for voting for the Cool Cones and noted the Chamber Summer BBQ is July 12 at 6 pm at the Lions Park.

**MOTION: COW 2018-165**

**Moved By: Councillor Dirksen; Seconded By: Councillor Elliott**

**THAT Council receives the Cultural Roundtable Committee Minutes of June 18, 2018 and approves any recommendations contained therein.**

**Carried**

- c. Staff Reports

1. Business & Economic Manager, Signage Grant – Dr. Shawn McDonald – 16 John St. Palmerston

Councillor Turton declared a conflict of interest and abstained from voting.

**MOTION: COW 2018-166**

**Moved By: Councillor Colwell; Seconded By: Councillor Elliott**

**THAT Council receives the Business & Economic Manager's June 18, 2018 report and approves Signage Improvement Grant Application #H15 for the amount of \$240.00 for property located at 16 John St. Harriston (Dr. Shawn McDonald).**

**Carried**

2. Business & Economic Manager, Palmerston Electronic LED Communications Sign Project

The Business & Economic Manager noted the project was in development with several partners since 2014. Funding commitments of \$20,500 have been secured as well as rental income to the Town that will cover the cost of the signage.

**MOTION: COW 2018-167**

**Moved By: Councillor Elliott; Seconded By: Councillor Turton**

**THAT the Council receives the June 28, 2018 report from the Business & Economic Manager regarding the Palmerston Electronic LED Communications Sign Project and recommends to the Council of the Town of Minto to accept the quote from Raynbow Signs for \$33,053 + HST for a monument style LED sign including cap and sponsor signs.**

**Carried**

3. By-law & Fire Inspection Officer, Crowne Theatre Ice Cream Shoppe  
The By-law & Fire Inspection Officer reviewed the proposed encroachment.

**MOTION: COW 2018-168**

**Moved By: Councillor Dirksen; Seconded By: Councillor Elliott**

**THAT Council accepts the By-law Enforcement & Fire Prevention Officers report dated July 3, 2018 regarding Crowne Theatre Ice Cream Shoppe signage and that the exception to By-law 2018-40 be granted to allow a projection over 1.06 metres into Elora Street Harriston subject to the Building and Bylaw Department receiving sufficient information to confirm the supporting structure and means to attach to the building is adequate.**

**Carried**

4. Clerk's Assistant, Realty Circulation 6756 Wellington Road 109  
Clerk's Assistant Foerter noted Town staff did not identify an interest in the land. An abutting owner started the process to buy it. Council discussed buying the land to enable sale.

**MOTION: COW 2018-169**

**Moved By: Councillor Elliott; Seconded By: Councillor Dirksen**

**THAT Council accepts the Clerk's Assistant June 27, 2018 report regarding the Broader Public Sector Circulation of 6756 Wellington Road 109 and directs staff to inform Infrastructure Ontario that the Town of Minto has no interest in purchasing said property.**

**Carried**

5. Deputy Clerk, Treasurer, C.A.O. Clerk 2018-2022 Council Remuneration; One third tax free exemption  
C.A.O. Clerk White explained rates for next term increased slightly within the same structure. Two amounts are shown in case the one-third tax-free portion is removed January 1, 2019.

**MOTION: COW 2018-170**

**Moved By: Councillor Colwell; Seconded By: Councillor Turton**

**THAT Council receives the Deputy Clerk, Treasurer and C.A.O. Clerk's report 'Remuneration 2018-22 Council Term; One-third tax exemption, that Council considers the Remuneration by-law term as well as the one-third tax-free allowance bylaws in open session.**

**Carried**



6. Deputy Clerk, Holiday Hours, Preliminary 2019 Council Schedule

The Deputy Clerk reviewed holiday hours and the proposed schedule. The next Council can alter the proposed schedule if required.

**MOTION: COW 2018-171**

**Moved By: Councillor Dirksen; Seconded By: Councillor Colwell**

**THAT Council receives the Deputy Clerk's report regarding 2019 Council Meeting Dates & Christmas Office Hours and approves closing the municipal office Friday December 21, 2018 at 5pm re-opening January 2, 2019 at 8:30 am with staff taking banked time or vacation to cover non-statutory dates, and tentatively sets budget and Council meeting dates as outlined subject to final review at the start of the new term**

**Carried**

7. Deputy Clerk, Temporary Extension of Liquor License – Harriston Legion Br. 296

Having previously declaring a conflict of interest, Councillor Colwell stepped down from her seat for this item. The Deputy Clerk noted how the Legion patio tied into weekend events.

**MOTION: COW 2018-172**

**Moved By: Councillor Elliott; Seconded By: Councillor Turton**

**THAT Council has no objection to the extension of the proposed extended licensed area at the Harriston Legion Branch 296, as outlined in their letter dated June 27, 2018, with respect to Harriston Downtown Street Party August 11, 2018, and that the Deputy Clerk provides a letter of Non-Objection to the Harriston Legion Branch 296.**

**Carried**

Councillor Colwell returned to her seat.

8. Deputy Clerk, Ontario Drainage Act, Court of Revision

The Deputy Clerk explained the appointments deal with drainage matters until year end. An alternate is needed in case the Mayor, Deputy Mayor or Public Works Chair cannot attend.

**MOTION: COW 2018-173**

**Moved By: Councillor Colwell; Seconded By: Councillor Turton**

**THAT Council receives the Deputy Clerk's report dated June 28, 2018 regarding Ontario Drainage Act, Court of Revision and that the Mayor, Deputy Mayor and Chair of Public Works plus Councillor Elliott as an alternate member be appointed to Court of Revision to sit for proceedings respecting Municipal Drain 24, Municipal Drain 39 and Municipal Drain 60 and any other municipal drains that may come forward during this term of Council.**

**Carried**

9. C.A.O. Clerk, White's Junction Trail Bridge, Structure O

C.A.O. Clerk White noted the estimated cost to replace this bridge is approximately \$100,000 with a deductible of \$50,000. The cost to remove the bridge is \$20,000.

**MOTION: COW 2018-174**

**Moved By: Councillor Elliott; Seconded By: Councillor Dirksen**

**THAT Council receives the C.A.O. Clerk's June 29, 2018 report regarding White's Junction Side Trail Bridge, Structure O and directs staff to work with its insurer regarding replacement of the bridge.**

**Carried**

**10. C.A.O. Clerk, Electronic Vehicle Charging Stations**

The CAO Clerk reviewed options. Jurgen Vandijken of Arntjen Solar offered added information.

**MOTION: COW 2018-175**

**Moved By: Councillor Colwell; Seconded By: Councillor Turton**

**THAT Council receives the C.A.O. Clerk's June 28, 2018 report regarding Installment Options 1 and 2, Arntjen, Provincial Workplace Electric Vehicle Charging Program, and that the Town proceed with Option 2 for installation of one Level 2 ChargePoint EV Charger at Town Office, Harriston Arena, Palmerston Arena, and Lion's Park near the water tower at a net cost to the Town of \$4,800 after the Provincial subsidy and Arntjen revenues.**

**Carried**

**11. Roads & Drainage Foreman, Speed Limit 12th Line and Pike Lake Road**

Roads and Drainage Foreman Mclsaac stated traffic has increased on this road from about 300 vehicles a day in 2011 to around 800 vehicles a day currently.

**MOTION: COW 2018-176**

**Moved By: Councillor Dirksen; Seconded By: Councillor Elliott**

**THAT Council receives the Road Foreman's May 26, 2018 report Speed Reduction 12<sup>th</sup> Line and Pike Lake Road and considers a bylaw in regular session approving a speed limit of 60km/h on Pike Lake Sideroad from Hwy 89 to the 12<sup>th</sup> Line of Minto and the 12<sup>th</sup> Line from Pike Lake Road to Wellington County Road 6 of Minto.**

**Carried**

Councillor Turton assumed the Chair

**12. Roads & Drainage Foreman, Quotations Cemetery Design Interring Cremated Remains**

Roads & Drainage Foreman Mclsaac advised three submissions were received in this quotation for design work.

**MOTION: COW 2018-177**

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

**THAT Council receives the Road & Drainage Foreman's June 26, 2018 report and awards quotation PW2018-03 Design and Implementation options to inter cremated remains Minto Cemeteries to Hilton Landmarks, A Division of GSP Group to be completed concurrently for the maximum price of \$23,938 and the minimum price of \$14,880 excluding HST depending on the final work plan set by the Town based on the number of public meetings, site visits, financial recommendations and similar.**

**Carried**

**13. Treasurer and Road Foreman, Ontario Community Infrastructure Fund (OCIF)  
Application Based Component – Top-Up**

Treasurer Duff noted staff is continuing to work with West Grey regarding a joint application for the Minto Normanby Townline project. West Grey will provide direction July 3.

**MOTION: COW 2018-178**

**Moved By: Councillor Colwell; Seconded By: Councillor Elliott**

**THAT Council receives the Treasurer and Public Works Foreman's report dated June 28, 2018 for information purposes.**

**Carried**

Councillor Colwell assumed the Chair

**14. Treasurer, Approval of Accounts**

Treasurer Duff noted payments for solar, Municipal Service Corp. loan, Rotary Park driveway, pools, Palmerston Train Museum, sponsorship, George Street and Elora Street Clifford.

**MOTION: COW 2018-179**

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

**THAT Council receives the Treasurer's report regarding Approval of Accounts, and approves accounts by Department for June 28, 2018 as follows: Administration \$171,331.70, People & Property \$1,745.93, Economic Development \$17,354.59, Incubator \$833.70, Fire \$33,109.27, Drains \$34,877.45, Roads \$297,731.16, Cemetery \$2,179.10, Waste Water \$11,979.08, Streetlights \$12,170.64, Water \$16,809.74, Town Landscaping Care \$1,228.20, Recreation \$14,245.37, Clifford \$17,925.12, Harriston \$13,530.31, Palmerston \$19,235.40, Norgan \$5,762.38 for a total of \$672,049.14.**

**Carried**

Deputy Mayor Faulkner reassumed the Chair

15. Building Assistant, B57/18 – Christopher & Anita McKay Severance 310 Queen St. S, Palmerston, Part Lots 7&8 s/s of Victoria St  
Chief Building Official Kuipers noted six standard conditions are recommended.

**MOTION: COW 2018-180**

**Moved By: Councillor Elliott; Seconded By: Councillor Dirksen**

**THAT the Council recommends County of Wellington Land Division Committee approve Severance Application B57/18 Christopher & Anita McKay Severance 310 Queen St. S, Palmerston, Part Lots 7&8 s/s of Victoria St, Palmerston, Town of Minto, 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 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 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 parcels including payment of applicable fees**
- 4. 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.**
- 5. THAT the applicant obtains 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.**
- 6. THAT the applicant provide proof of payment from the Town of Minto that outstanding frontage charges for water, sanitary sewer, and or storm sewer where applicable and required by the Town for the severed lot(s) at the rate established by policy in place at the time of payment of the frontage charge (for reference only and subject to change, the rate applicable at the time of this decision is \$221.00 per metre lot frontage), and that the applicant is also advised this does not include paying the cost of lateral connections**

**Carried**

16. Building Assistant, B55-18 - Mahood Severance 5106 5th Line, Palmerston Lot 42 Concession 5

Chief Building Official Kuipers advised four standard conditions were recommended and a fifth could be considered related to road widening as part of the road is on private land.

**MOTION: COW 2018-181**

**Moved By: Councillor Colwell; Seconded By: Councillor Dirksen**

**THAT Council recommends County of Wellington Land Division Committee approve Severance Application B55-18 Mahood Severance, Lot 42, Concession 5, 5106 5<sup>TH</sup> Line Palmerston, 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 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 be completed to the satisfaction of the Local Municipality.**
- 3. 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.**
- 4. 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.**
- 5. THAT the applicant or owner dedicates such road widening to the Town as may be required to ensure the existing roadway is located on lands under the care and control of the municipality to the satisfaction of the Public Works Department.**

**Carried**

**d. Other Business Disclosed as Additional Items**

Councillor Turton noted the Aug 10-12 Canada Packers weekend has many community events planned. This Friday night is the Harriston Minto Ambassador of the Fair.

Councillor Dirksen noted Louise Marshall Hospital building project continues, safe rooms planned for Palmerston and Louise Marshall, and more parking at Palmerston proposed. Clifford Truck Show was well attended. Please support Clifford businesses during road work.

The C.A.O. Clerk White noted dust concerns during construction are common in dry conditions. Staff works with contractors on dust control. Modified hydro seeding mat is being tried on George Street North boulevards.

Deputy Mayor Faulkner noted the death of Richard Rock a volunteer on the Trails committee and former volunteer firefighter. The family is hosting a celebration of life Saturday July 7<sup>th</sup>.

Committee of the Whole recessed between 4:53 p.m. and 5:00 p.m.

**14. Motion to Return To Regular Council**

**RESOLUTION 2018-128**

**Moved By: Councillor Colwell; Seconded By: Councillor Dirksen**

**THAT the Committee of the Adjustment convenes into Regular Council meeting.**

**Carried**

**15. Notices of Motion - None**

**16. Resolution Adopting Proceedings of Committee of the Whole**

**RESOLUTION 2018-129**

**Moved By: Councillor Dirksen; Seconded By: Councillor Elliott**

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

**Carried**

**17. By-laws**

**a. 2018-49, Provisional By-law for Municipal Drain 39**

**RESOLUTION 2018-130**

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

**THAT By-law 2018-49; to provide for drainage works in the Town of Minto known as Municipal Drain 39; be introduced and read a first and second time and passed in open Council.**

**Carried**

**b. 2018-50, Provisional By-law for Municipal Drain 60**

**RESOLUTION 2018-131**

**Moved By: Councillor Elliott; Seconded By: Councillor Turton**

**THAT By-law 2018-50; to provide for drainage works in the Town of Minto known as Municipal Drain 60; be introduced and read a first and second time and passed in open Council.**

**Carried**

**c. 2018-51, Provisional By-law for Municipal Drain 24**

**RESOLUTION 2018-132**

**Moved By: Councillor Colwell; Seconded By: Councillor Dirksen**

**THAT By-law 2018-51; to provide for drainage works in the Town of Minto known as Municipal Drain 24; be introduced and read a first and second time and passed in open Council.**

Carried

- d. 2018-52, To set the Council of the Town of Minto's Remuneration

**RESOLUTION 2018-133**

Moved By: Councillor Colwell; Seconded By: Councillor Turton

THAT By-law 2018-52; To set the Council of the Town of Minto's Remuneration; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- e. 2018-53, to retain one-third tax-free allowance for remuneration paid to municipal councillors for the 2014-18 term

**RESOLUTION 2018-134**

Moved By: Councillor Elliott; Seconded By: Councillor Dirksen

THAT By-law 2018-53; to retain the one-third tax-free allowance for remuneration paid to members of municipal council for the 2014-18 term; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- f. 2018-54, To Amend Zoning for 6739 Wellington Rd 109 and permit an additional use on 6630 Wellington Rd 123

**RESOLUTION 2018-135**

Moved By: Councillor Colwell; Seconded By: Councillor Elliott

THAT By-law 2018-54; To Amend Zoning for 6739 Wellington Rd 109 and permit an additional use on 6630 Wellington Rd 123; be introduced and read a first and second time and passed in open Council and sealed with the seal of the Corporation.

Carried

- g. 2018-55 to establish a 60 km/h speed limit on sections of Pike Lake Road and the 12th Line

**RESOLUTION 2018-136**

Moved By: Councillor Turton; Seconded By: Councillor Elliott

THAT By-law 2018-55; By-law to set a Speed Limit of 60 km/hr on 12<sup>th</sup> Line between Highway 89 and County Road 6, and Pike Lake Road from the 12<sup>th</sup> Line to Highway 89 In the Town of Minto; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

**Carried**

- h. 2018-56, Confirming Proceedings of July 3, 2018 Committee of the Whole/Council Meeting

**RESOLUTION 2018-137**

**Moved By: Councillor Colwell; Seconded By: Councillor Dirksen**

**THAT By-law 2018-56; To confirm actions of the Council of the Corporation of the Town of Minto Respecting a meeting held July 3, 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 5:52 p.m.**

**RESOLUTION 2018-138**

**Moved By: Councillor Dirksen; Seconded By: Councillor Colwell**

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

**Carried**

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Mayor George A. Bridge

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C.A.O. Clerk Bill White



**Schedule "A"**  
**Minutes of the Committee of Adjustment Hearing**

Chair Faulkner called the Public Hearing to order at 5: 37 p.m. and stated 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. The Public Hearing is to consider Minor Variance Application File No. MV-2018-04 WrightHaven Homes Inc.

Secretary –Treasurer White stated the Subject Property is legally described as MINTO CON 1 PT LOT 20 RP 61R11191 PT PART 1, municipally known as Main Street East Palmerston, Town of Minto. The purpose and effect of the application is to permit construction of a Four Unit Street Townhouse with an exterior side yard setback of 4.61m (15'-2"), an interior side yard setback of 1.55m (5'-1"), unit lot area of 276.0 m<sup>2</sup> (2970.8 sq. ft.) and a corner lot frontage of 11.77m (38'-7"), whereas Section 12.2.6 of the Corporation of the Town of Minto's Comprehensive Zoning By-law 01-86, as amended, requires a minimum exterior side yard setback of 6.0m (19'-8"), a minimum interior setback of 3.0m (9'-10"), a minimum lot area of 280.0 m<sup>2</sup> (3013.89 sq. ft.) and a minimum corner lot frontage of 13.6m (44'-7") for a Street Townhouse.

The Secretary-Treasurer stated notice was mailed to the property owners within 200 feet or 60 metres of the subject property as well as the applicable agencies on June 22<sup>nd</sup>, 2018, posted on the subject property, and circulated to staff on the same date. No concerns were expressed by Minto staff and Wellington County Planning. Chris Pathin 546 Main St opposed with traffic, Palmerston character, tree removal concerns.

Chair Faulkner called upon the applicant or agent followed by comments by County or Town Staff.

Steve Wright was in attendance and noted that the development was passed by Council previously. The townhomes would have garages and would be sold freehold without easements, with all fronting on Bridge Street.

Chair Faulkner requests any persons wishing to speak to the application to come forward and address the Committee of Adjustment through the Chair, no one came forward.

Chair Faulkner asks for questions by Committee, or response/rebuttal by applicant or agent. Committee members asked for clarification on access to rear yards.

The Secretary -Treasurer provide a resolution 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.

**MOTION: COA- 2018-03**

**Moved by: Councillor Colwell; Seconded by: Councillor Turton**

**THAT Committee of Adjustment Approves the application by WrightHaven Homes In. C/O Steven Wright, for property legally described as MINTO CON 1 PT LOT 20 RP 61R11191 PT PART 1, municipally known as Main Street East Palmerston, Town of Minto. to allow the construction of a Four Unit Street Townhouse with an exterior side yard setback of 4.61m (15'-2"), an interior side yard setback of 1.55m (5'-1"), unit lot area of 276.0 m2 (2970.8 sq. ft.) and a corner lot frontage of 11.77m (38'-7").**

**Carried**

Chair Faulkner stated 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.

Chair Faulkner officially adjourned the Public Hearing at 5:46 p.m.

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Ronald Faulkner, Chair

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Bill White, Secretary-Treasurer