Council Minutes
Tuesday, October 2, 2018 3:00 p.m.
Council Chambers

Council Present:
Mayor George A. Bridge
Deputy Mayor Ron Faulkner
Councillor Mary-Lou Colwell
Councillor Dave Turton
Councillor Judy Dirksen
Councillor Jean Anderson
Councillor Ron Elliott

Staff Present:
Bill White, C.A.O. Clerk
Annilene McRobb, Deputy Clerk, Recording Secretary
Chris Harrow, Fire Chief
Wayne Metzger, Water Foreman
Belinda Wick-Graham, Business & Economic Manager
Gordon Duff, Treasurer
Allan Carr, Facilities Manager
Matt Lubbers, Recreation Services Manager
Mark Robertson, Waste Water Foreman
Todd Rogers, DWQMS Coordinator

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

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

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

RESOLUTION: 2018-192
Moved By: Deputy Mayor Faulkner; 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 September 18, 2018 Closed Session

- Labour Relations or Employee Negotiations- Succession Plan

Carried

4. Motion to Convene into Open Session 3:07 pm

RESOLUTION: 2018-193
Moved By: Councillor Turton; Seconded By: Councillor Anderson
THAT the Council of the Town of Minto resume into open Council.

Carried

5. Minutes of Previous Meeting

a. Previous Minutes of the September 18, 2018 Council Meeting

RESOLUTION 2018-194
Moved By: Councillor Dirksen; Seconded By: Councillor Turton
THAT the minutes of the September 18, 2018 Council Meeting be approved.

Carried

6. Additional Items Disclosed as Other Business

Mayor Bridge presented By-law Officer Cam Forbes with a pin from the Municipal Law Enforcement Officers Association and Council congratulated Cam on his achievement.

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: 2018-195
Moved By: Councillor Colwell; Seconded By: Councillor Dirksen
THAT the Town of Minto Council convenes into Committee of the Whole.

Carried

8. Public Meeting None

9. Delegations

a. Wellington County OPP Scott Lawson

Inspector Lawson and Constable Bruce Aitkin presented a report on drug enforcement in the community describing partnerships, training and other actions and tools to combat drug issues County wide. They described some of the implications of Cannabis legalization which requires the OPP to work with Council and the community to implement. CAO Clerk White outlined a process by which the next Council could respond to the opting out requirements regarding retail outlets which would include a public meeting January 8th. The OPP would attend to assist in answering community questions

Deputy Mayor Faulkner assumed the Chair

b. Wellington County Fire Training Officer, Jan to Sept 2018 Report

Training Officer Charles Hamilton presented his report noting training initiatives and accomplishments including Driver Certification Program and PTSD for both firefighters and their significant others.

MOTION: COW 2018-232
Moved By: Councillor Dirksen; Seconded By: Councillor Elliott
THAT Council receives the Wellington County Fire Training Officer's report for January to September 2018 for information.

Carried

Mayor George Bridge resumed the Chair

10. Public Question Period - None

11. Correspondence Received for Information or Requiring Direction of Council

a. Town of Aurora, Greenbelt Protection
b. Crime Stoppers Guelph-Wellington, Fall Newsletter 2018
c. Mapleton Seniors Centre For Excellence, October Calendar & Newsletter
d. Local Planning Appeal Support Centre, Introduction Letter, Posters & Interim Guide to Services and Eligibility
e. Crime Stoppers Guelph Wellington, 2018 Shredding Event

MOTION: COW 2018-233
Moved By: Councillor Turton; Seconded By: Deputy Mayor Faulkner
THAT Council receives the correspondence for information.

Carried

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

a. Committee Minutes for Receipt – none
b. Committee Minutes for Approval
1. Cultural Roundtable Minutes of September 24, 2018

The Business & Economic Manager noted a quorum was not present.

MOTION: COW 2018-234
Moved By: Councillor Anderson; Seconded By: Councillor Elliott
THAT Council receives the Cultural Roundtable Minutes of September 24, 2018 for information.

Carried

2. Parks and Recreation Advisory Committee Minutes of June 25, 2018
3. Parks and Recreation Advisory Committee Minutes of September 24, 2018

The Facilities Manager and Recreation Service Manager spoke to the minutes noting renovation of Harriston pool was under budget and PRAC is recommending that the unused budgeted funds be used in 2019 for a splash pad and the grass cutting contract be extended for an additional year. Council discussed the extension to the contract and the Clifford Recreation Association funding of work at the Clifford Ballfield.

MOTION: COW 2018-235
Moved By: Councillor Turton; Seconded By: Councillor Dirksen
THAT the Council of receives the Parks and Recreation Advisory Committee Minutes of June 25 and recommendations contained herein be approved.

Carried

MOTION: COW 2018-236
Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Dirksen
THAT the Council receives the Parks and Recreation Advisory Committee Minutes of September 24, 2018 and recommendations contained herein be approved subject to the final decision on the grass cutting being considered at a future meeting with a report from staff regarding service levels and options, and that Council directs staff to proceed this year with improvements to the Clifford Ball diamond funded by the Clifford Recreation Association as budgeted.

Carried

c. Staff Reports
1. Recreation- Year in Review

Recreation Services Manager Matt Lubbers and Recreation Assistant Grace Wilson presented highlighted activities this past year including central booking, online registrations and 2018 programs. They also previewed fall and winter programs noting the after-school program has almost reached their goal of 20 registrants.

MOTION: COW 2018-237
Moved By: Councillor Colwell; Seconded By: Councillor Elliott
THAT Council receives the Recreations Year in Review presentation for information.

Carried

Councillor Turton assumed the Chair

2. Wastewater Foreman, Results, Sanitary Sewer CCTV Inspection, Harriston

The Wastewater Foreman reviewed his report and noting 15 kms of sanitary main and 9 km of laterals were inspected.

MOTION: COW 2018-238
Moved By: Councillor Anderson; Seconded By: Councillor Dirksen
THAT Council receives the October 2nd, 2018 report from the Wastewater Foreman regarding Results Sanitary Sewer CCTV Inspection, Harriston.

Carried

3. DWQMS Coordinator, Minto Water System Sampling Update

DWQMS Coordinator Todd Rogers noted the additional water testing and sampling issues.

MOTION: 2018-239
Moved By: Mayor Bridge; Seconded By: Deputy Mayor Faulkner
THAT the Council of the Town of Minto receives the Compliance Coordinators September 27, 2018 report Minto Water System Sampling Update.

Carried

Mayor Bridge reassumed the Chair

4. C.A.O. Clerk, Extension Request Shrimp Canada

C.A.O. Clerk White presented his report regarding the request noting the completion date in the signed site plan agreement would not change even if the extension is approved.

MOTION: COW 2018-240
Moved By: Councillor Elliott; Seconded By: Councillor Dirksen
THAT Council receives the September 24, 2018 report from the C.A.O. Clerk regarding the extension request from Shrimp Canada and approves an extension to the covenant for First Right of Refusal and the covenant for obtaining a building permit to September 19, 2019 only, and that the completion date for the building under the covenant be changed from July 10, 2019 to the same completion date as is in the site plan agreement being July 2, 2020.

Carried

5. C.A.O. Clerk and Roads & Drainage Manager, Cemetery Design Options, Cremations

CAO Clerk White and Roads & Drainage Manager McIsaac reviewed the design options prepared by Hilton Landmarks. A one-day set of meetings for all three communities is planned for November with the final report to the next Council at budget.

MOTION: COW 2018-241
Moved By: Councillor Turton; Seconded By: Deputy Mayor Faulkner
That Council receive the presentation from the CAO Clerk and Roads & Drainage Manager regarding Hilton Landmarks Design Options; Interring Cremated Remains Clifford, Harriston, Palmerston Cemeteries, and that Council direct staff to proceed to public comment on the proposed designs presented.

Carried

Councillor Turton assumed the Chair

6. Roads and Drainage Manager, Sidewalk Policy Presentation

Roads and Drainage Manager McIsaac provided information on new minimum maintenance standards for sidewalks and a proposed Town policy.

MOTION: COW 2018-242
Moved By: Councillor Elliott; Seconded By: Mayor Bridge
THAT Council of the Town of Minto receives the Road Managers presentation and implements the updated Town of Minto Sidewalk Policy.

Carried

Councillor Colwell assumed the Chair

7. Treasurer and Tax Collector, Tax Sale Process

Treasurer Duff reviewed changes to the Municipal Act allowing tax sales at two years in arrears and other amendments.

MOTION: COW 2018-243
Moved By: Councillor Anderson; Seconded By: Deputy Mayor Faulkner
THAT Council of receives the Tax Collector and Treasurer's report dated September 26, 2018 and endorses this improved cash management policy change.

Carried

8. Treasurer, Cybersecurity Insurance

Treasurer Duff reviewed policy options and costs. Council discussed implementation and the annual insurance renewal.

MOTION: COW 2018-244
Moved By: Councillor Turton; Seconded By: Councillor Elliott
THAT Council receives the report dated September 25, 2018 from the Treasurer/Deputy CAO and direct staff to purchase an additional insurance policy for up to six months at $2,000.

Defeated

MOTION: COW 2018-245
Moved By: Councillor Turton; Seconded By: Deputy Mayor Faulkner
THAT Council receives the report dated September 25, 2018 from the Treasurer/Deputy CAO and direct staff to purchase insurance against cybercrimes for up to $2 million

coverage at a cost of $4,000 for one year, or a lesser amount so that the policy renews with the Town's annual coverage each March if possible.

Carried

9. Treasurer, Approval of Accounts

Treasurer Duff highlighted payments for flow testing for the Fire Department, netting, slide, and Water Department Wastewater equipment.

MOTION: COW 2018-246
Moved By: Councillor Elliott; Seconded By: Mayor Bridge
THAT Council receives the Treasurer's report regarding Approval of Accounts, and approves accounts by Department for September 28, 2018 as follows: Administration $93,806.01, Building $4,037.23, Economic Development $6,359.30, Incubator $1,102.27, Fire $17,981.05, Roads $58,516.41, Waste Water $15,657.47, Streetlights $2,588.70, Water $14,414.03, Town Landscaping Care $429.08, Recreation $12,141.10, Clifford $3,103.52, Harriston $27,121.83, Palmerston $21,156.10, Norgan $2,705.86 for a total of $281,119.96

Carried

d. Other Business Disclosed as Additional Items

Mayor Bridge will be attending the unveiling of the new electronic sign at the Palmerston Lions Park tonight at 7 pm and the unveiling of a plaque for a heritage tree. The Lions Park and Museum in Palmerston has been nominated for the Architectural Conservancy of Ontario Heritage Award. 277 people attended the Cultural Days and 300 participated in the Journey for Jasper walk raising $51,000.

13. Motion to Return To Regular Council

RESOLUTION: 2018-196
Moved By: Councillor Anderson; Seconded By: Deputy Mayor Faulkner
THAT the Committee of the Whole convenes into Regular Council meeting.

Carried

14. Notices of Motion - None

15. Resolution Adopting Proceedings of Committee of the Whole

RESOLUTION 2018-197
Moved By: Councillor Dirksen; Seconded By: Councillor Turton
THAT the Council of the Town of Minto ratifies the motions made in the Committee of the Whole.

Carried

16. By-laws

a. 2018-80, Confirming Proceedings of October 2, 2018 Committee of the Whole/Council Meeting

RESOLUTION: 2018-198
Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Anderson
THAT By-law 2018-80; To confirm actions of the Council of the Corporation of the Town of Minto Respecting a meeting held October 2, 2018; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

17. Adjournment

RESOLUTION: 2018-199
Moved By: Councillor Colwell; 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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Mayor George A. Bridge C.A.O. Clerk Bill White