



**Council Minutes**  
**Tuesday, March 1, 2016 3:00 p.m.**  
**Council Chambers**

**Council Present:**

Mayor George A. Bridge

Deputy Mayor Ron Faulkner, Fire & Emergency Services Chair

Councillor Mary-Lou Colwell, Finance Chair

Councillor Dave Turton, Public Works Chair

Councillor Jean Anderson

Councillor Ron Elliott

**Council Regrets:**

Councillor Judy Dirksen

**Staff Present:**

Bill White, C.A.O. Clerk

Chris Harrow, Fire Chief

Belinda Wick-Graham, Business & Economic Manager

Gordon Duff, Treasurer

Brian Hansen, Public Works Director

Matt Lubbers, Recreation Services Manager

Somer Gerber, LaunchIt Coordinator until 4:00 pm

Mike McIsaac, Roads and Drainage Superintendent

1. **Call to Order** – 3:05 p.m.
2. **Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act** - None
3. **Motion to Convene into Closed Session**  
Closed session regarding a pending disposition of land; Ann Street, Clifford did not proceed as the offer was not received in time for Council to consider.
4. **Motion to Convene into Open Session** – Not Applicable
5. **Minutes of Previous Meeting**
  - a. Regular Council Minutes of February 16, 2016

**RESOLUTION: 2016-040**

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

**THAT the minutes of the February 16, 2016 Council Meeting be approved.**

**Carried**

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

Mayor Bridge, Deputy Mayor Faulkner, Councillor Turton, Councillor Elliott and C.A.O. Clerk declared 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: 2016-041**

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

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

**Carried**

**8. Public Meeting - None**

**9. Delegations**

- a. Megan Callaghan JLT and Stephen Wylie, Wylie Insurance, 2016 Insurance Renewal  
The delegation was postponed to March 15 due to inclement weather.

**10. Public Question Period - None**

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

- a. County of Wellington, Notice of Adoption, Official Plan Amendment
- b. Ontario Small Urban Municipalities, 2016 Conference and Trade Show and Executive Committee Nominations
- c. The Corporation of the Municipality of Brockton, Oppose Tax Payer Funding - Conservation Ontario Appeal Gilmor vs. Nottawasaga Valley
- d. Association of Municipalities Ontario, Presumptive PTSD Legislation for First Responders Introduced
- e. Municipality of Bluewater, Physician Recruitment Support
- f. Association of Municipalities Ontario, Policy Update - Ontario Announces Transformation of Children and Family Programs
- g. Town of Aurora, Resolution regarding Ontario Municipal Board Jurisdiction
- h. AMO Communications, AMO Welcomes Increased Infrastructure Funding for Municipalities
- i. Maitland Conservation Foundation, 28th Annual Maitland Conservation Foundation Dinner and Auction

Councillor Elliott stated interest in sitting on the Ontario Small Urban Municipalities Board.

**MOTION COW-2016-45**

**Moved By; Deputy Mayor Faulkner; Seconded by Councillor Turton**

**That Council nominate Ron Elliott for the OSUM Executive 2016-2018.**

**Carried**

Council Anderson asked why Emergency Care Nurses are not included in PTSD legislation (Item 11d). This question can be included in a response to AMO.

**MOTION: COW-2016-46**

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

**THAT Council receives the correspondence as information, and that AMO be asked why Emergency Care Nurses are not included in the PTSD Legislation Item 11d) and that copies of the question be sent to the LHIN and MPP Randy Pettapiece.**

**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. Parks and Recreation Advisory Committee Minutes of January 28, 2016

Recreation Services Manager Lubbers noted Palmerston ice is in until first week of April for the 81's. Mayor Bridge confirmed Westario does not allow partial monthly bills. Committee is looking at alternate concession operations in Harriston and Palmerston.

**MOTION: COW 2016-47**

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

**That Council approve the January 28, 2016 Parks and Recreation Advisory Committee including any recommendations contained therein.**

**Carried**

2. LaunchIt Minto Minutes of February 9, 2016

LaunchIt Coordinator Gerber noted the possibility of closing Unit #3 will be reassessed next meeting.

**MOTION: COW 2016-48**

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

**That Council approve the February 9, 2016 LaunchIT Board minutes including any recommendations contained therein and that Unit #3 be reassessed.**

**Carried**

3. Cultural Roundtable Committee Minutes of February 22, 2016

Business and Economic Manager Wick-Graham stated Committee is focused on volunteer training and is meeting with the Harriston Historical Society on their plaque initiative.

**MOTION: COW 2016-49**

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

**That Council approve the February 22, 2016 Cultural Roundtable Committee minutes including any recommendations contained therein.**

**Carried**

4. Trees for Minto Committee Minutes of February 18, 2016  
Mayor Bridge noted the Committee is writing farm owners looking for planting sites.

**MOTION: COW 2016-50**

**Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Turton that Council approve the February 18, 2016 Trees for Minto Committee including any recommendations contained therein.**

**Carried**

- c. Staff Reports
1. Business Development Coordinator, LaunchIT Year in Review  
LaunchIT Coordinator Gerber thanked the Board, funders, partners and mentors for their work and highlighted the Business Flight Program, training and events. 2016 priorities are ReNew Northern Wellington, partnerships and marketing. Mayor's Breakfasts are May 6, 13, and 27 at Gemstones, Harry Stones and Rural Spoon.

**MOTION: COW 2016-51**

**Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Anderson That Council receive the LaunchIT Coordinator's 2015 Year-end review.**

**Carried**

Deputy Mayor Faulkner assumed the Chair

2. Fire Chief, Presumptive PTSD Legislation for First Responders  
Fire Chief Harrow noted the Road to Mental Wellness Program will train two fire personnel to deal with occupational stress injuries.

**MOTION: COW 2016-52**

**Moved By: Councillor Colwell; Seconded By: Councillor Turton That Council receive the Fire Chiefs February 22, 2016 report on PTSD Presumptive Legislation.**

**Carried**

Mayor Bridge assumed the Chair

3. CAO Clerk and Council Assistant, Fees and Charges By-law Amendments 2016  
With Council's consent, Mayor Bridge recognized Brian Darroch who asked about lit and unlit diamond fees; this was clarified by Recreation Services Manager Lubbers.

**MOTION: COW 2016-53**

**Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Colwell That Council receives the C.A.O. Clerk and Council Assistant's February 16, 2016 report regarding the Fees and Charges By-law Amendments 2016, and that Council considers the adopting By-law in regular session.**

**Carried**

4. C.A.O. Clerk, C.A.O. Clerks Department

C.A.O. Clerk White noted changes in the Organizational Structure, and that full time staff was at 2010 levels despite new mandates.

**MOTION: COW 2016-54**

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

**That Council receive the C.A.O. Clerk's February 24, 2016 report, that the C.A.O. Clerk and Council Assistant be promoted to Deputy Clerk and that the job description be finalized and the position subject to review by the Job Evaluation Committee.**

**Carried**

5. C.A.O. Clerk, OGRA ROMA Conference Summary  
C.A.O. Clerk White summarized conference themes like economy, climate change and Ombudsman oversight with Councillors adding traffic and roundabout as other topics.

**MOTION: COW 2016-55**

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

**THAT Council receive the C.A.O. Clerk's January 27, 2016 report regarding OGRA ROMA Conference Summary.**

**Carried**

Councillor Colwell Assumed the Chair

6. Treasurer, Water and Wastewater Rate Review  
Treasurer Duff reviewed rates outlined by Watson and Associates needed to cover annual maintenance and capital costs. The rate for the average residence is lower than proposed at the public meeting in July. Changes begin April 1 for the June bills. Council discussed the rates and legislation requiring user pay.

**MOTION: COW 2016-56**

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

**That Council receive the February 26, 2016 Treasurer's Report regarding Water and Wastewater Rate Review, approves implementing Scenario 2 outlined in the Memorandum by Watson & Associates Economists Ltd. and that a public meeting not be required.**

**Carried**

7. Treasurer, Approval of Accounts February 25, 2016  
Treasurer Duff noted key expenses like \$37,000 for salt and sand and \$17,000 for cold mix asphalt. The weather generally helped snow removal expenses so far.

**MOTION: COW 2016-57**

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

**That Council receive the Treasurer's report dated February 25, 2016 regarding Approval of Accounts and approves the Town of Minto accounts by Department for January and February 2016.**

**Carried**

8. Treasurer, Donation to 88.7 FM The River

Treasurer Duff noted the donation to this public station includes consideration only for future advertising.

**MOTION: COW 2016-58**

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

**That Council receive the Treasurer's report dated February 22, 2016 and approve a donation of \$500 to Saugeen Community Radio Inc., and that the Town of Minto consider including 88.7 the River in its advertising budgets.**

**Carried**

Councillor Turton assumed the Chair

9. Public Works Director and Roads Foreman, Request for Quotation for Roadside Grass Cutting of Shoulders and Ditches  
Roads and Drainage Superintendent McIsaac reviewed the tender results. 2016 pricing on this tender is the same as 2015. Award is proposed for a three year term.

**MOTION: COW 2016-59**

**Moved By: Deputy Mayor Ron Faulkner; Seconded By: Councillor Anderson**

**THAT Council receives the report from the Public Works Director and Road Foreman dated February 19, 2016 regarding RFQ 2016-02, Roadside Grass Cutting of Shoulders and Ditches and approves the awarding of the RFQ to S&E Lawn Care and Snow Removal at the unit prices of \$7.75 per/km for 2016, \$7.80 per/km for 2017 and \$7.85 per/km for 2018 seasons excluding HST based on approximately 370km, twice per year.**

**Carried**

10. Public Works Director and Roads Foreman, Request for Quotation for, Street Sweeping, Palmerston, Harriston, Clifford  
Roads and Drainage Superintendent McIsaac gave reasons for selecting Mobil Sweeping Inc. at a slightly higher rate. Public Works Director Hansen noted all contracts have an escape clause.

**MOTION: COW 2016-60**

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

**THAT Council receives the report from the Public Works Director and Road Foreman dated February 19, 2016 regarding RFQ 2016-01, Street Sweeping, Palmerston, Harriston, Clifford and approves the awarding of the RFQ to Mobil Sweeping Inc. at the price of \$88.00 per hour excluding HST for the 2016, 2017 and 2018 seasons based on approximately 150 hours of service per season.**

**Carried**

11. Public Works Director and Roads Foreman, Supply, Load, Haul and Spread Granular 'A' Tender 2016-03  
Public Works Director Hansen reviewed the Granular "A" tender; material is spread on gravel roads in the fall.

**MOTION: COW 2016-61**

**Moved By: Councillor Anderson; Seconded By: Mayor Bridge**

THAT Council receives the report from the Public Works Director and Road Foreman dated February 19, 2016 regarding Tender 2016-03, Supply, Load, Haul and Spread Granular 'A' on various roadways in the Town of Minto and approves the awarding of the Tender to E. Dennison at the unit prices of \$7.45 per/tonne for 2016, \$7.55 per/tonne for 2017 and \$7.65 per/tonne for 2018 seasons excluding HST based on approximately 10,000 tonne per season

Carried

12. Public Works Director and Roads Foreman, Calcium Chloride Tender 2016-04  
Public Works Director Hansen reviewed the tender and noted the product is tested for concentration. All products are affected if grading is required during a dry period.

**MOTION: COW 2016-62**

Moved By: Deputy Mayor Ron Faulkner; Seconded By: Councillor Anderson

THAT Council receives the report from the Public Works Director and Road Foreman dated February 19, 2016 regarding Tender 2016-04, Supply and Apply Calcium Chloride on Roadways in the Town of Minto and approves the awarding of the Tender to Da-Lee Dust Control at the unit prices of \$309.43 per flake ton for 2016, \$309.43 per flake ton for 2017 and \$309.43 per flake ton for 2018 seasons excluding HST based on approximately 90 Flake Equivalent Tons per season.

Carried

- d. Additional Items disclosed as other business  
Councillor Elliott advised the Drayton Theatre hosts a Kick Off Event on Saturday April 30 featuring entertainers booked for IPM 2016. Councillor Turton has tickets for the Maitland Valley Conservation Foundation Dinner April 22. Deputy Mayor Faulkner thanked the media for local coverage. He advised Council of phone scams where an individual poses as a police officer and a second posing an immigration official; in both cases callers do not properly identify themselves. C.A.O. Clerk White congratulated Minto Fire for its victory over Mapleton Fire in sledge hockey; \$1900 was raised for Camp Bucko and local sledge hockey. Mayor Bridge thanked Business & Economic Manager Wick-Graham for last week's publicity regarding the job portal, which included CBC radio.

13. Motion to Return To Regular Council

**RESOLUTION: 2016-042**

Moved By: Councillor Anderson; Seconded By: Councillor Turton

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: 2016-043**

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

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

Carried

**16. By-laws**

- a. 2016-12, Fees and Charges By-Law

**RESOLUTION: 2016-044**

Moved By: Councillor Colwell; Seconded By: Councillor Anderson

THAT By-law 2016-12; to establish Fees and Charges for various services provided by the municipality; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- b. 2016-13, Confirm the Proceeding of the March 1, 2016 Committee/Council meeting

**RESOLUTION: 2016-045**

Moved By: Councillor Turton; Seconded By: Deputy Mayor Faulkner

THAT By-law 2016-13; to confirm actions of the Council of the Corporation of 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

**17. Adjournment**

**RESOLUTION: 2016-046**

Moved By: Ron Elliott; Seconded By: Mary-Lou 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