



Council Minutes
Tuesday, April 19, 2016 6:30 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:

Gordon Duff, Deputy C.A.O. Clerk, Treasurer
Annilene McRobb, Deputy Clerk, Recording Secretary
Terry Kuipers, Chief Building Official
Stacey Pennington, Building Assistant
Mike McIsaac, Roads Foreman

1. **Call to Order** 6:30 p.m.
2. **Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act - None.**
3. **Motion to Convene into Closed Session**

RESOLUTION: 2016-67

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

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

Labour relations or employee negotiations; C.A.O. Clerk and a proposed or pending disposition of land; Ann Street, Clifford.

Carried

4. **Motion to Convene into Open Session**

RESOLUTION: 2016-68

Moved By: Councillor Anderson; 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 March 29, 2016

RESOLUTION: 2016-69

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT the minutes of the March 29, 2016 Council Meeting be approved.

Carried

6. Additional Items Disclosed as Other Business

7. Motion to Convene into Committee of Adjustment

RESOLUTION: 2016-70

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

THAT The Town of Minto Council convenes into Committee of Adjustment.

Carried

- a. Minor Variance: Beyer Part Lot 6, Concession 13, RP 60R2894 Part 4, 9591 O'Dwyers Road

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: 2016-71

Moved By: Councillor Colwell; Seconded By: Councillor Elliott

THAT The Town of Minto Committee of Adjustment convenes into Committee of the Whole.

Carried

9. Public Meeting

- a. ZBA-2016-03-Small, 5509 Highway 9, Minto

Chair Bridge called the meeting to order at 7:17 p.m. and request members of the public to please sign the attendance record, and stated 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.

Deputy C.A.O. Clerk Duff stated the property subject to the proposed amendment is located on Part Lot 68, Concession D, RP 61R-6644; Part 2, municipally known as 5509 Highway 9. The proposed amendment would change the site specific zoning (RIN-58) on the subject land. The site specific zoning permits cabinet manufacturing and assembly operation including associated uses. The applicants are proposing to use the existing structures on the property for a yarn mill, processing of raw fibre, and the fabrication of yarn products. This amendment is required to permit the new use. Notices were mailed to the property owners within 400 feet or 120 meters of the subject property as well as the applicable agencies and posted on the subject property on March 30th 2016.

Comments were received from Town of Minto Staff, Mark Van Patter Manager of Planning, County of Wellington and Michael Oberle, Environmental Planning Technician, Saugeen Conservation

Chair Bridge called on the applicant or his agent to provide comments the applicant was in attendance but did not provide comments.

Manager of Planning Van Patter noted that he was presenting Council with two options for By-laws to consider, option 1 was restrictive to the proposed yarn mill, while the second option provided for a broader use.

Chair Bridge called on anyone who wished to comment in favour or opposition of the proposed Amendment, no one came forward.

Chair Bridge 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.

With no further comments, Chair Bridge adjourned this Public Meeting at 7:26 p.m.

10. Delegations

a. Robin Ross, North Wellington French Immersion

Robin Ross stated that she is a member of concerned parents on the UGDSB and changes to be made to the French Immersion program. They are looking for effective solutions instead of proposed cuts. They have already approached the Council of The Township of Wellington North and the County of Wellington. Upper Grand District School Board Trustee Bruce Schieck was in attendance.

MOTION: COW 2016-90

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

WHEREAS the Upper Grand District School Board is mandated to provide equitable education to all students:

AND WHEREAS limited entry and reduction of hours of instruction in the French Immersion program is being considered by the UGDSB;

AND WHEREAS limiting educational opportunities within our municipality will have a negative impact in recruiting residents and economic growth; Therefore be it resolved

that the Town of Minto offers their support to UGDSB to explore solutions other than capping and reducing the French Immersion program;
AND FURTHER that the Town of Minto work with the County of Wellington to assist in coordinating the recruitment of educational professionals to the area.

Carried

- b. Ken Mohle, Youth Unlimited of Minto

Ken Mohle and Kevin McKee presented to Council and requested financial support from the Council in the amount of \$1,000 to the general running of the program and an additional \$1,000 towards fire upgrades to bring the Deck to the standards of *Fire Prevention and Safety and Plan to Protect*

MOTION: COW 2016-91

Moved By: Councillor Colwell; Seconded By: Councillor Turton

THAT the Council provide a donation to the Youth Unlimited of Minto in the amount of \$2,000.

Carried

11. Public Question Period – None

12. Correspondence Received for Information or Requiring Direction of Council

- a. Town of Lakeshore, Resolution regarding Ontario Municipal Board Simplified Process
- b. Hon Steven Del Duca, Minister of Transportation, Funding under the Connecting Links Program
- c. Ministry of Agriculture, Food and Rural Affairs, 2016/2017 Tile Loan Program
- d. Town of Tillsonburg, Resolution supporting Oxford County's Sustainability Plan
- e. Township of Tay, Escalating Municipal Insurance Premiums and Liability Claims
- f. Town of Aurora, Municipal Summit on OMB Reform
- g. Minister Responsible for Seniors Affairs, Nominations for the Senior Achievement Award
- h. Minister Responsible for Seniors Affairs, Seniors Month in Ontario
- i. Association of Municipalities of Ontario, Bill 151 Waste-Free Ontario now sent to Standing Committee

MOTION: COW 2016-92

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT Council receives the correspondence 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. Saugeen Valley Conservation Authority Minutes of February 25, 2016

MOTION: COW 2016-93

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

THAT the Town of Minto receives the Saugeen Valley Conservation Authority Minutes of February 25, 2016 for information.

Carried

- b. Committee Minutes For Approval - None
- c. Staff Reports
- 1. Chief Building Official, March Building Statistics

MOTION: COW 2016-94

Moved By: Councillor Colwell; Seconded By: Councillor Anderson

THAT Council receives the Chief Building Officials March Building Permit summary for information.

Carried

- 2. Chief Building Official, Municipal Parking Lots - Palmerston
Chief Building Official Kuipers noted that two of the four municipal owned lots are full and that fourteen parking spaces in the “Jay’s Variety” parking lot will provide spots that may be required in the foreseeable future. Council requested information be provided to those renting the parking spots what the snow removal policy is for these municipal parking spots.

MOTION: 2016-95

Moved By: Councillor Turton; Seconded By: Councillor Anderson

THAT Council accepts the Chief Building Official Municipal Parking Lots - Palmerston report and directs staff to line and sign the parking lot as outlined and assigns these spaces as paid parking spaces.

Carried

- 3. Deputy Clerk, 2016 Earth Day Clean-up Donation

MOTION: COW 2016-96

Moved By: Councillor Dirksen; Seconded By: Councillor Turton

THAT Council receives the report dated April 14, 2015 from the Deputy Clerk regarding the 2016 Earth Day Clean-up Donation and approve the donation of BBQ supplies and tipping fees to the Community Environmental Leadership Program up to \$100.

Carried

- 4. C.A.O. Clerk, Harriston Lawn Bowling Agreement

MOTION: COW 2016-97

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

That this item be deferred to the May 3, 2016 Council Meeting.

Carried

- 5. C.A.O. Clerk. Agreement for Consulting Services Triton Engineering

MOTION: COW 2016-98

Moved By: Councillor Elliott; Seconded By: Councillor Dirksen

THAT Council receives the report from the C.A.O. Clerk dated April 12, 2016 regarding Agreement for Consulting Services Triton Engineering and considers a by-law in open session authorizing the Mayor and Treasurer Deputy C.A.O to sign the agreement.

Carried

Councillor Colwell assumed the Chair.

6. Treasurer, Approval of Accounts March 30, and April 14, 2016

MOTION: COW 2016-99

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 March 30, 2016 as follows: Administration \$101,063.72, People and Property, \$527.76, Building \$ 940.74; Economic Development \$2,846.27, Incubator \$824.01, Tourism \$ 873.49; Fire \$8,244.54,; Roads \$34,186.11, Cemetery \$ 115,000.00 , Streetlights \$ 10,995.93 , Waste Water \$ 42,379.83, Water \$15,222.48, Recreation \$ 4,590.20, Clifford \$13,025.39, Harriston \$8,757.17, Palmerston \$ 8,785.15, Norgan \$ 2,911.16 and accounts by Department for April 14, 2016 as follows: Administration \$ 112,242.59, People & Property \$ 109,960.00, Economic Development \$ 12,775.12, Incubator \$ 952.50, Tourism \$ 22.54, Fire \$ 300,563.54, Roads \$ 164,389.07, Cemetery \$ 158.20, Streetlights \$ 9,872.88, Waste Water \$ 78,674.05, Water \$ 23,984.69, Recreation \$ 1,907.22, Clifford \$ 11,242.34, Harriston \$ 12,652.71, Palmerston \$ 27,132.16, Norgan \$ 7,336.57.

Carried

7. Treasurer, Water and Wastewater Rate Review

Council requested that staff provide more public education in hopes of a better overall understanding of the water and wastewater rates.

MOTION: COW 2016-100

Moved By: Councillor Turton; Seconded By: Councillor Dirksen

THAT Council receives the April 5, 2016 Treasurer's Report regarding Water and Wastewater Rate Review, and consider the adoption of the amendments to Schedule I of the Fees and Charges By-Law in open session.

Carried

Councillor Turton assumed the Chair.

8. Road Foreman, Request for Quotation for Sidewalks

MOTION: COW 2016-101

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

THAT Council receives the report from the Public Works Director and Road Foreman dated April 13, 2016, regarding RFQ #2016-06 for Remove, Dispose, Replace Sidewalk

and approves the awarding to Arbro Excavating 2001 Ltd. at the price of \$24.83 per linear foot plus HST.

Carried

9. Road Foreman, Stop Sign Queen Street and Walker

MOTION: COW 2016-102

Moved By: Councillor Elliott; Seconded By: Councillor Anderson

That Council receives the Stop Sign Queen Street and Walker Road report from the Road Foreman and directs staff to look at ways to increase safety with the Town's Engineering consultant and identify technical issues and solutions in report, and that staff meet with area residents once report is ready to discuss solutions and make a recommendation to Council.

Carried

At the request of the Chair Roads Foreman Mclsaac provided an update on construction activities. Palmerston, James Street has started installing servicing which should be finished in the next four weeks, paving is scheduled mid-June. Clifford, Ann Street will start approximately mid-May between Allan and Queen Street and is slated to be completed mid-June. Harriston Elora Street North from Arthur to William temporary water lines are in place and completion date for this project is tentatively set for July 15th. Spring clean-up of the Towns began with Palmerston. Staff reseeds lawn areas damaged from snow removal, members of the public can contact the Town with concerns. Tree removal is primarily on a complaint basis. Trees are not cut for cosmetic reasons and be a hazard, cracked, dying or dead. Council requested staff bring a report on tree cutting policy at a future meeting.

Mayor Bridge returned to the Chair.

d. Other Business Disclosed as Additional Item

Deputy Mayor Faulkner announced that the OPP Musical Ride will perform at IPM 2016 September 20th and 21st. Faulkner thanked the Public for their well wishes following the passing of his sister, Collen Evans.

Councillor Turton reminded Council of the Maitland Valley Conservation Authority Fundraiser being held this Friday. The Green Legacy Tree Day is on April 30th from 8 – 10 a.m. at the Town of Minto Public Works Shop.

Councillor Colwell noted that the Minto Chamber of Commerce Community Achievement Awards evening is on April 27 at 6 pm at the Harriston Legion; Belinda Wick-Graham has tickets available for \$30 each.

Councillor Dirksen noted that the 15th Annual Radio-a-thon for North Wellington Health Care has been moved from fall to May 15th. The 16th Annual Palmerston Hospital Gala is in Palmerston May 28th. Last year over \$240,000 was raised and donated to an ultrasound.

Councillor Elliott noted that June 11th is the Splash Bash in Palmerston Lions Park. A free lunch is made available thanks to the generous sponsorship of Mayor Bridge. June 25th will be Party in the Park with three bands booked.

Mayor Bridge noted that the IPM Kick-off at the Drayton Theatre takes place on April 30th.

14. Motion to Return To Regular Council

RESOLUTION: 2016-72

Moved By: Councillor Turton; Seconded By: Councillor Dirksen

THAT the Committee of the Whole convenes into Regular Council meeting.

Carried

15. Notices of Motion - None

16. Resolution Adopting Proceedings of Committee of the Whole

RESOLUTION: 2016-73

Moved By: Councillor Anderson; 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. 2016-22, to authorize the Mayor and C.A.O. Clerk to execute an Agreement between the Township of Southgate, the Town of Minto and the Township of Wellington North with respect to "Butter Tart and Buggies"

RESOLUTION: 2016-74

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT By-law 2016-22, to authorize the Mayor and C.A.O. Clerk to execute an Agreement between the Township of Southgate, Town of Minto and the Township of Wellington North with respect to "Butter Tart and Buggies"; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- b. 2016-23, To Amend the Fees and Charges By-law to apply metered rates for the use of Water and Sewer

RESOLUTION: 2016-75

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

THAT By-law 2016-23; to amend the Fees and Charges By-law 2016-12 and to apply metered rates for the use of Water and Sewer; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- c. 2016-24, to Authorize the Purchasing of Property from the Palmerston Trail Association Inc

RESOLUTION 2016-76

Moved By: Councillor Colwell; Seconded By: Councillor Anderson

THAT By-law 2016-24; to Authorize the Purchasing of Property from the Palmerston Trail Association Inc; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- d. 2016-25, to Authorize an agreement with the Public Guardian and Trustee, regarding the Town acquiring ownership of the Harriston Lawn Bowling lands at 43 Arthur Street West, Harriston

RESOLUTION: 2016-77

Moved By: Councillor Turton; Seconded By: Councillor Elliott

THAT By-law 2016-25; to Authorize an agreement with the Public Guardian and Trustee, regarding the Town acquiring ownership of the Harriston Lawn Bowling lands at 43 Arthur 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.

Tabled

- e. 2016-26, to authorize the Mayor and C.A.O. Clerk to execute a Consulting Engineering Services Agreement with Triton Engineering Services Ltd.

RESOLUTION: 2016-78

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

THAT By-law 2016-26; to authorize the Mayor and C.A.O. Clerk to execute a Consulting Engineering Services Agreement between the Corporation of the Town of Minto Triton Engineering Services Ltd; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- f. 2016-27, To amend Zoning By-law 01-86, Small 5509 Highway 9

RESOLUTION: 2016-79

Moved By: Councillor Anderson; Seconded By: Councillor Colwell

THAT By-law 2016-27; to amend zoning for 5509 Highway 9 Minto ; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- g. 2016-28, Confirm the Proceeding of the April 19, 2016 Committee/Council meeting

RESOLUTION: 2016-80

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT By-law 2016-28; 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

18. Adjournment 9:13 p.m.

RESOLUTION: 2016-81

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

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

Carried

Mayor George A. Bridge

Deputy C.A.O. Gordon Duff

Schedule "A"
Minutes of the Committee of Adjustment Hearing
Tuesday April 19, 2016 7:00 pm Council Chambers

Minor Variance: Beyer Part Lot 6, Concession 13, RP 60R2894 Part 4, 9591 O'Dwyers Road

Chair Bridge called the Public Hearing to order at 7: 11 p.m. and stated any decision reached by this Committee today cannot be used to set a precedent. Each application considered is dealt with on its own merits and no two applications are exactly the same.

Secretary -Treasurer Duff stated the location of the subject property, and noted the purpose and effect is to permit an increase in the combined maximum floor area of accessory structures to 122.63 m² (1320 sq. ft.) to allow the construction of a 111.48 m² (1200 sq. ft.) accessory structure in addition to the existing 11.15 m² (120 sq. ft.) accessory structure on the subject property, whereas Sections 6.1.4 b) of the Town of Minto's Comprehensive Zoning By-law 01-86, as amended, permits a maximum combined floor area for all accessory structures of 92.9 m² (1000.0 sq. ft.) on the subject property. Notices were mailed to the property owners within 200 feet or 60 metres of the subject property as well as the applicable agencies April 5th, and posted on the subject property and circulated to staff on the same date. Comments were received from Town staff, Wellington County Senior Planner Linda Redmond and Saugeen Valley Conservation Authority Planning Technician Michael Oberle.

Chair Bridge called upon the applicant or agent no one came forward. Secretary -Treasurer Duff provided resolutions for the Committee to consider. Chair Bridge stated anyone wishing to receive a copy of the Notice of Decision to sign the Request for Notice of Decision prior to leaving the Council Chambers following the meeting.

COA MOTION 2016-01

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

THAT the Town of Minto Committee of Adjustments approve the application by Clint Beyer for property at Part Lot 6, Concession 13, RP 60R2894, Part 4, municipally know as 9591 O'Dwyers Road, Town of Minto; to permit an increase in the combined maximum floor area of accessory structures to 122.63 m² (1320 sq. ft.) to allow the construction of a 111.48m² (1200 sq. ft.) accessory structure in addition to the existing 11.15m² (120 sq. ft.) accessory structure on the subject property, whereas section 6.1.4 b) of the Town of Minto's Zoning Bylaw 01-86, as amended, permits a maximum combined floor area for all accessory structures of 92.9m² (1000.0 sq. ft.) on the subject property.

Carried

Chair Bridge adjourned the meeting at 7:16 p.m.

Mayor George A. Bridge
(Chair)

Deputy C.A.O. Clerk Gordon Duff
(Secretary Treasurer)
