



**Council Minutes**  
**Tuesday, October 1, 2024 3:00 p.m.**  
**Council Chambers**

**Council Present:**

Mayor Dave Turton  
Councillor Judy Dirksen  
Deputy Mayor Jean Anderson  
Councillor Ron Elliott  
Councillor Geoff Gunson  
Councillor Paul Zimmerman

**Council Regrets:**

Councillor Ed Podniewicz

**Staff Present:**

Annilene McRobb, Clerk  
Gregg Furtney, Chief Administrative Officer  
Matt Lubbers, Director of Community Services  
Ryan Binkle, Development Technician & Drainage Superintendent  
Chris Harrow, Director of Fire Services  
Nicole Clelland-Riff, Administrative Assistant

- 1. Call to Order at 3:00 pm**
- 2. Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act**

Councillor Dirksen declared a pecuniary interest Item 9 b) 8) Lease Agricultural Land as her son/family farm submitted a quote.

- 3. Minutes of Previous Meeting**
  - a. Regular Minutes of September 17, 2024

**RESOLUTION: 2024-165**

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

**THAT minutes of the Town of Minto September 17, 2024 Regular Council meeting be approved.**

**Carried**

**4. 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: 2024-166**

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

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

**Carried**

**5. Public Meeting**

**a. Notice of Engineers Report for Municipal Drain 120**

Mayor Turton acted as the Chair of the Public Meeting and called the meeting to order at 3:02 pm.

Clerk McRobb outlined the purpose of the meeting is to consider the Engineering report prepared by Headway Engineering of Kitchener, Ontario dated August 23, 2024, for Drain No. 120. Notices of the meeting were sent to 12 Landowners along with the report. As well, copies of the report were circulated to Town Staff, Maitland Valley Conservation Authority, Ministry of Agriculture, Food and Rural Affairs, Hydro One Networks, Enbridge Gas and Wellington County.

Clerk McRobb advised no speakers registered to participate in the Public Meeting.

Chair Turton called on the Engineer Michel Terzian, Headway Engineering who provided a summary of the report.

Chair Turton called on Town staff to provide any additional comments. Ryan Binkle, Drainage Superintendent noted no further comments.

Chair Turton called any speakers registered to participate and wishing to provide information that might influence Council's decision on the matter. No-one came forward.

Chair Turton asked the if there are any members of the public who wish to add or remove their name from the petition.

Chair Turton 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.

Clerk McRobb noted a by-law will be presented during open Council.

Chair Turton officially adjourned the meeting considering the engineer's report Drain No. 120 at 3:18 pm.

## 6. Delegations

- a. Mayors Golf Tournament Cheque Presentation

Deputy Treasurer Tawnya Robertson introduced the groups who noted how the funds will be used. Clifford Rotary Club- Randy & Trish Ruetz Big Brothers and Big Sisters- Marianne Christie & Warren Grein Palmerston Heritage Railway Museum- Bob McEachern.

## 7. Public Question Period No-one came forward

## 8. Correspondence Received for Information or Requiring Direction of Council

- a. Township of Hilliard, Resolution re Request for the Government to Implement Sustainable Funding for Small Rural Municipalities by Reabsorbing the Cost of the Ontario Provincial Police Force
- b. Crime Stoppers Guelph Wellington, Fall 2024 Newsletter
- c. Saugeen Valley Conservation Authority, Board of Directors Meeting Minutes of July 18 2024
- d. Maitland Valley Conservation Authority, Membership Meeting Minutes of June 19, 2024
- e. Maitland Source Protection Authority, Meeting Minutes of April 17, 2024
- f. Mapleton Seniors Centre for Excellence, October 2024 Newsletter
- g. County of Wellington Joint Accessibility Advisory Committee, Minutes of September 5, 2024 Meeting
- h. Palmerston Big Dig 2026 Business and Public Information Sessions Invitations

Councillor Dirksen pulled Item h) for the Palmerston Big Dig for the public's attention.

### **MOTION: COW 2024-132**

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

**THAT Council receives the correspondence as information.**

**Carried**

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

- a. Committee Minutes for Approval

Councillor Elliott assumed the Chair

1. Community Services Advisory Committee Minutes of September 9 and 23, 2024

### **MOTION: COW 2024-133**

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

THAT Council receives the Community Services Advisory Committee Meeting minutes of September 9, 2024 and September 23, 2024 as information and approves the recommendations contained therein.

Carried

b. Staff Reports

1. CS 2024-004, Community Sport and Recreation Infrastructure Fund

**MOTION: COW 2024-134**

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

**THAT the Council of the Town of Minto hereby receives report CS 2024-004 Community Sport and Recreation Infrastructure Fund, prepared by the Director of Community Services, for information purposes;**

**AND FURTHER THAT the Council of the Town of Minto approves a resolution supporting an application for the Community Sport and Recreation Infrastructure Fund.**

Carried

Mayor Turton resumed the Chair

2. EC DEV 2024-015, Signage Grant H35 – Scoop-It, 30 Elora St. S. Harriston

**MOTION: COW 2024-135**

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

**THAT Council of the Town of Minto hereby receives report EC DEV 2024-015 – Signage Grant H35 – Scoop-It, 30 Elora St. S. Harriston, prepared by the Director, Economic and Community Development for information purposes;**

**AND FURTHER THAT the Council of the Town of Minto approves Signage Grant H35 for \$433.20.**

Carried

3. EC DEV 2024-016, Structural Grant – Martin Wynja, 8 and 10 Elora St. S. Harriston

**MOTION: COW 2024-136**

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

**THAT the Council of the Town of Minto hereby receives report EC DEV 2024 – 016 – Structural Grant – Martin Wynja, 8 and 10 Elora St. S. Harriston, prepared by the Director, Economic and Community Development, for information purposes;**

**AND FURTHER THAT the Council of the Town of Minto approves Structural Grant H14 for \$3,000.**

Carried

4. EC DEV 2024-017, Structural Grant P08, Kaymain Solutions Inc. 234 Main Street W, Palmerston

**MOTION: COW 2024-137**

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

**THAT the Council of the Town of Minto hereby receives report EC DEV 2024-17 Structural Grant P08, Kaymain Solutions Inc. 234 Main St. W. Palmerston, prepared by the Director, Economic and Community Development, for information purposes;**

**AND FURTHER THAT the Council of the Town of Minto approves Structural Grant P08 for \$1,803.23.**

Carried

Councillor Gunson assumed the Chair

5. PW 2024-021, Municipal Drain 13 Improvement Request

**MOTION: COW 2024-138**

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

**THAT the Council of the Town of Minto hereby receives report PW 2024-021 Municipal Drain 13 Improvement Request, prepared by the Drainage Superintendent, for information purposes;**

**AND FURTHER THAT the Council of the Town of Minto appoints Headway Engineering to represent the Town of Minto in accordance with Drainage Act.**

Carried

Deputy Mayor Anderson assumed the Chair

6. FIRE 2024-006, Open-Air Burning Bylaw Update

**MOTION: COW 2024-139**

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

**THAT Council of the Town of Minto hereby receives report FIRE 2024-006 regarding the Open-Air Burning By-Law Update, prepared by the Fire Services Management Team, for information purposes;**

**AND FURTHER THAT the Council of the Town of Minto pass a by-law in open session adopting the new Open Air Burning By-Law effective January 1, 2025 and repeals by-law 2015-54 as of January 1, 2025.**

Carried

7. FIRE 2024-007, Specialty Rescue Team Update

**MOTION: COW 2024-140**

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

**THAT the Council of the Town of Minto hereby receives report FIRE 2024-007, regarding the Specialty Rescue Team Update, prepared by the Director of Emergency Services, for information purposes.**

**Carried**

Mayor Turton resumed the Chair

Having previously declaring a pecuniary interest, Councillor Dirksen removed herself from her seat during the following report.

8. CL 2024-011, Lease Agricultural Land RFQ

**MOTION: COW 2024-141**

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

**THAT the Council of the Town of Minto hereby receives report CL 2024-009 Lease Agricultural Land RFQ, prepared by the Clerk, for information purposes;**

**AND FURTHER THAT the Council of the Town of Minto awards the lease of the Agricultural Lands to the highest bidders as outlined in this report;**

**AND FURTHER THAT the Council of the Town of Minto authorizes the Clerk to sign the individual Agricultural Land Lease agreements on behalf of the Corporation.**

**Carried**

c. Announcements

Councillor Elliott noted many of the former governors of the Lions Club came to Palmerston and stated the Town of Minto and the Lions have worked well together. Elliott noted the presentation of a RED grant by Matthew Rae at the Palmerston Train Station. Councillor Elliott noted the Palmerston 81's opening game is October 19<sup>th</sup>.

Councillor Gunson noted that Minto Minor Hockey is in full swing and thanked Recreation staff.

Councillor Zimmerman noted the Halloween contest in Clifford "Creatures of Clifford" and provided information on the contest. Judges are required and requested Council to assist between October 25<sup>th</sup> and 28<sup>th</sup>.

Deputy Mayor Anderson noted Cultural Days with the apples and astronomy event at her home was well attended. The 2024 Christmas dinner is coming soon and will be looking for volunteers noting she is looking at succession planning for this event.

Mayor Turton asked that everyone take the opportunity to look at the Teviotdale historical sign and thanked the volunteers. Turton congratulated the DEI Committee for the successful Indigenous event held. Turton noted the Neil Dunsmore award at the County of Wellington was given to Chantelle Koeslag of Minto.

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

**RESOLUTION: 2024-167**

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

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

**Carried**

**11. Notices of Motion**

- a. Mayor Dave Turton, Notice of Motion to Consider a Change in the Start Times for Council Meetings

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

**RESOLUTION: 2024-168**

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

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

**Carried**

**13. By-laws**

- a. 2024-052, Open Air Burn Bylaw

**RESOLUTION: 2024-**

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

**THAT By-law 2024-052 be read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.**

**Carried**

- b. 2024-053, Provisional Bylaw for Drain 120

**RESOLUTION: 2024-**

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

**THAT By-law 2024-053 be read a first and second time and provisionally adopted in open Council.**

Carried

c. 2024-054, Confirmatory

**RESOLUTION: 2024-169**

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

**THAT By-law 2024-054, To confirm the actions of the Council of the Corporation of the Town of Minto respecting a meeting held October 1, 2024; be read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.**

Carried

14. Adjournment at 4: 20 pm

**RESOLUTION: 2024-170**

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

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

Carried

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Mayor Dave Turton

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Clerk Annilene McRobb