



Council Minutes
Tuesday, December 3, 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 Ed Podniewicz
Councillor Paul Zimmerman

Staff Present:

Annilene McRobb, Clerk
Gregg Furtney, Chief Administrative Officer
Terry Kuipers, Director of Building and Planning Services
Belinda Wick-Graham, Director of Economic and Community Development
Gordon Duff, Treasurer
Matt Lubbers, Director of Community Services
Sama Haghighi, Planning Coordinator
Ryan Binkle, Development Technician & Drainage Superintendent
Mike McIsaac, Roads & Drainage Manager
Quinn Gorecki, Deputy Clerk/Coordinator, Legislative & Human Resource Services

- 1. Call to Order at 3:00 p.m.**
- 2. Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act - None**
- 3. Minutes of Previous Meeting**

RESOLUTION: 2024-208

Moved By: Councillor Elliott; Seconded By: Councillor Podniewicz

THAT minutes of the Town of Minto November 19, 2024 Regular Council meeting be approved.

Carried

a. Regular Council Minutes of November 19, 2024

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: 2024-209

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

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

Carried

5. Public Meeting - None

6. Delegations

a. McQueen Galloway Associates, Recreation Plan

Tracey McQueen and Andy Goldie presented the Town of Minto Recreation Plan.

MOTION: COW 2024-163

Moved By: Councillor Zimmerman; Seconded By: Councillor Gunson

THAT the Council of the Town of Minto hereby receives report CS 2024-005 Town of Minto Recreation Plan, prepared by the Director of Community Services, for information purposes; AND FURTHER THAT the Council of the Town of Minto officially endorses and adopts the Recreation Plan as presented.

Carried

7. Public Question Period

Jim Dopfer asked questions about the draft 2025 budget asking if the OPP costs are a part of the County portion of taxes? Treasurer Duff noted that the OPP costs are paid by the County of Wellington. Dopfer asked about the reserves and about reducing the 6.5% tax increase. Duff stated that there are obligatory reserves and around 50% of the reserves are for Water and Sewer.

Rodger Hnatiuk asked if Council thinks the cost of living of Wellington North is cheaper than ours? If it is the same, why is our tax increase 6.5% and theirs is 3.5%?

8. Correspondence Received for Information or Requiring Direction of Council

a. Township of Papineau-Cameron, Ontario Building Code

b. Clifford Life Outdoors Show, Request for Support

c. Township of Terrace Bay, Ambulance Shortages and Healthcare System Issues

d. Township of Puslinch, ERO Posting 016-9196 Enabling Greater Beneficial Reuse Excess Soil

- e. Maitland Valley Conservation Authority, Meeting Minutes of October 16, 2024
- f. Saugeen Valley Conservation Authority, Draft 2025 Budget for Circulation
- g. Mapleton Seniors Centre of Excellence, December 2024 Newsletter
- h. Saugeen Valley Conservation Authority, Saugeen Valley Conservation Authority Board Approves Cessation of Winter Operations at Durham Upper Dam to Prevent Structural Failure and Ensure Public Safety

Mayor Turton pulled Item 7 b) Clifford Life Outdoors Show, Request for Support for consideration.

MOTION: COW 2024-164

Moved By: Councillor Elliott; Seconded By: Councillor Zimmerman

THAT Council of the Town Minto provides a facility credit to the Clifford Life Outdoors Show to cover the April 5-6, 2025, facility rental.

MOTION: COW 2024-165

Moved By: Councillor Elliott; Seconded By: Councillor Podniewicz

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

- 1. Diversity, Equity and Inclusion Committee Minutes of November 14, 2024

MOTION: COW 2024-166

Moved By: Councillor Podniewicz; Seconded By: Councillor Dirksen

THAT Council receives the Diversity, Equity, and Inclusion Committee minutes of November 14, 2024 as information and approves any recommendations contained therein.

Carried

- 2. Cultural Roundtable Minutes of November 25, 2024

MOTION: COW 2024-167

Moved By: Councillor Gunson; Seconded By: Councillor Zimmerman

THAT Council receives the Cultural Roundtable minutes of November 25, 2024 as information and approves any recommendations contained therein.

Carried

- b. Staff Reports

Deputy Mayor Anderson assumed the Chair

1. Wellington County Emergency Management, 2024 Annual Emergency Management Programme

MOTION: COW 2024-168

Moved By: Councillor Dirksen; Seconded By: Councillor Elliott

THAT Council receives the annual Emergency Management Programme Report for 2024, prepared by the Emergency Manager/CEMC, and accepts the report on the status of the Town's Emergency Management Program for 2024.

Carried

2. Wellington County Emergency Management, Emergency Management Programme Committee Update

MOTION: COW 2024-169

Moved By: Councillor Podniewicz; Seconded By: Councillor Gunson

THAT the Council of the Town of Minto updates the appointments of the Emergency Management Programme Committee from 2016 for the Town of Minto to remove the Chief Building Official and Economic Development (Director of Economic and Community Development) as follows;

Member of Council (Mayor)

CAO

Clerk

Public Works (Roads and Drainage Manager)

Finance (Treasurer)

Parks and Recreation (Director of Community Services)

Local Municipal Fire Department (Fire Chief)

Wellington OPP (Inspector or Staff Sergeants, Sergeants)

Guelph Wellington EMS (Chief, Acting Chief, Supervisors)

Wellington Dufferin Guelph Public Health (Health and Safety Coordinator/Inspectors)

Emergency Management (CEMC) and

Any other persons or agency representatives that may be appointed by Council from time to time.

AND FURTHER THAT Council designates authority to the committee to appoint the CAO as Chair on behalf of their members;

AND FURTHER THAT the Committee is responsible for overseeing the development of the Town of Minto's Emergency Management Program ensuring that appropriate public education activities, training for emergency management officials and staff, and emergency management exercises are undertaken on an annual basis.

AND FURTHER THAT the CEMC shall provide Council with an annual report on the status of the Town of Minto's Emergency Management Program for their review, consideration and approval.

Carried

Mayor Turton resumed the Chair

3. EC DEV 2024-019, Signage Grant #P28 - NACK Reinforcing Steel Services

MOTION: COW 2024-170

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

THAT the Council of the Town of Minto hereby receives report EC DEV 2024-019 Signage Grant P28 – NACK Reinforcing Steel Services, prepared by the Director, Economic and Community Development, for information purposes;

AND FURTHER THAT the Council of the Town of Minto approves the \$1,000 Signage Grant.

Carried

4. PLN 2024-038, B102/24 - JEM Freight Inc. c/o John Martens (Severance Urban Residential) 310 York Street, Palmerston

MOTION: COW 2024-171

Moved By: Councillor Gunson; Seconded By: Councillor Dirksen

THAT the Council of the Town of Minto hereby recommends to the County of Wellington Land Division Committee that they approve Consent Application B102/24 – JEM Freight Inc. c/o John Martens, for land legally described as PART LOT 8, with a municipal address of 310 York St, Palmerston, in the Town of Minto, and that the following conditions be considered:

1. **THAT the owner/applicant satisfies all the requirements of the Town of Minto of the following:**
 - Financial and otherwise, which the Town of Minto may deem necessary for the proper and orderly development of the subject lands, including but not limited to the payment of any monies owed to the Town of Minto, and ensuring that all accounts are in good standing;
 - Parkland dedication as provided for in the Planning Act, R.S.O. 1990, including, where applicable, paying cash-in-lieu of parkland in the amount of \$500 per lot or as specified in the applicable policy of the Town;
 - Frontage fees, where applicable and as required by the Town, have been paid to the satisfaction of the Town;

AND FURTHER THAT the Town of Minto file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

2. **THAT the owner/applicant confirms they are aware of the following:**
 - That development costs of the parcel(s) are solely the responsibility of the developer.
 - That servicing and right-of-way works required for any future development of the parcels must be completed in conformance with The Town of Minto Procurement By law and

in accordance with the Town's Service Extension & Connection Policy and Municipal Servicing & Design Standards;

- That there is satisfactory access for both the severed and retained parcels, an Entrance Permit can be obtained from the road authority with jurisdiction, to the satisfaction of the Town of Minto;

AND FURTHER THAT the Town of Minto file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

3. THAT a satisfactory Grading, Drainage & Servicing Plan, in accordance with the Town's Building By-law, is submitted and approved by the Town; and further, that the Town of Minto file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

4. THAT The owner obtains a Municipal Servicing Permit for the newly created lot from the Town of Minto and pay the associated fees; and further, that the Town of Minto file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

5. THAT zoning compliance be achieved to the satisfaction of the Town of Minto; and further that the Town of Minto file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

Carried

5. PLN 2024-039, Part Lot Control PLC 2024-01: Daniel Charles Sinclair - 255-315 Henry Street South, Palmerston

MOTION: COW 2024-172

Moved By: Councillor Zimmerman; Seconded By: Councillor Elliott

THAT Council of the Town of Minto receives report PLN 2024-039 regarding PLC 2024-01 – Daniel Charles Sinclair, for lands being Part Lots 15 & 16 North Side of Victoria Street, Grain's Survey Palmerston Part 1 and Part 3, Plan 61R21781; Town of Minto and Part Lot 16 North Side of Victoria Street, Grain's Survey Palmerston Part 4, Plan 61R21781; Town of Minto, in the former Town of Palmerston, Town of Minto, County of Wellington, with a municipal address of 255 to 315 Henry Street South;

AND FURTHER THAT Council considers passing a By-law in Open session.

Carried

Councillor Gunson assumed the Chair

6. PW 2024-028, Municipal Drain #120 RFT Results

MOTION: COW 2024-173

Moved By: Councillor Dirksen; Seconded By: Councillor Podniewicz

THAT the Council of the Town of Minto hereby receives Report PW 2024-028 Municipal Drain #120 RFT Results, prepared by the Drainage Superintendent, for information purposes; AND FURTHER THAT the Council of the Town of Minto awards the contract to TAS Excavating and Rentals Ltd. for the total tender price of \$156,199.95 excluding HST.

Carried

7. PW 2024-029, Municipal Drain Maintenance Assessments

MOTION: COW 2024-174

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

THAT the Council of the Town of Minto hereby receives Report PW 2024-029 Municipal Drain Maintenance Assessments, prepared by the Drainage Superintendent and Treasurer, for information purposes;

AND FURTHER THAT the Council of the Town of Minto considers passage of the related Assessment By-Law in open session.

Carried

Councillor Dirksen assumed the Chair

8. FIN 2024-023, 2023 Parkland Reserve Fund

MOTION: COW 2024-175

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

THAT the Council of the Town of Minto hereby receives Report FIN 2024-023, 2023 Parkland Reserve Fund, prepared by the Treasurer, for information purposes.

Carried

9. FIN 2024-024, 2023 Development Charges Reserve Funds

MOTION: COW 2024-176

Moved By: Councillor Podniewicz; Seconded By: Councillor Gunson

THAT the Council of the Town of Minto hereby receives Report FIN 2024-024 2023 Development Charges Reserve Funds, prepared by the Treasurer, for information purposes; AND FURTHER THAT the Council of the Town of Minto accepts the Treasurer's declaration that the Town is in compliance with Section 59.1 (1) of the Development Charges Act, 1997; AND FURTHER THAT the report and related attachments be posted on the Town's website.

Carried

Mayor Turton resumed the Chair

c. Announcements

Councillor Elliott noted that although our budget is 6.5% and others are 3.5%. The average increase to a household would be roughly \$65 per year increase.

Councillor Podniewicz noted that today is giving Tuesday and encouraged people to give to Food Banks.

Councillor Gunson noted that now that the winter weather has hit, give yourself extra time on the roads.

Councillor Dirksen stated there are three more days of Anne of Green Gable left with lots of local talent being showcased.

Councillor Zimmerman noted that four members of Council attended the Clifford Parade on Saturday with a fantastic turnout. This coming Saturday is the Palmerston Christmas Parade.

Deputy Mayor Anderson noted that at 5 pm on Saturday will be the showing of Moana 2 at the Norgan Theatre. Anderson encouraged neighbours to assist each other for rides and dinner pick-ups for the annual Christmas Dinner.

Mayor Turton thanked the Fire Services for organizing the Christmas parades in Minto. Councillor Dirksen thanked the staff for decorating the float for Council.

Mayor Turton provided an announcement stating that due to the postal strike, Water and Sewer bills can be picked up at the Palmerston Arena on December 5th from 10 am-noon or Monday December 9th from 5 pm – 7 pm. Residents can also sign up for on-line billing or call the office to get their balances due.

10. Motion to Return To Regular Council

RESOLUTION: 2024-210

Moved By: Councillor Gunson; Seconded By: Councillor Elliott

THAT the Committee of the Whole convenes into Regular Council.

Carried

11. Notices of Motion - None

12. Resolution Adopting Proceedings of Committee of the Whole

RESOLUTION: 2024-211

Moved By: Councillor Zimmerman; Seconded By: Councillor Dirksen

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

Carried

13. By-laws

- a. 2024-065, Part Lot Control Henry Street
- b. 2024-066, Municipal Drain Maintenance

RESOLUTION: 2024-212

Moved By: Councillor Podniewicz; Seconded By: Councillor Elliott

THAT By-laws 2024-065 and 2024-066 be read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- c. 2024-067, Confirmatory

RESOLUTION: 2024-213

Moved By: Councillor Gunson; Seconded By: Councillor Zimmerman

THAT By-law 2024-069; To confirm actions of the Council of the Corporation of the Town of Minto respecting a meeting held December 3, 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: 37 p.m.

RESOLUTION: 2024-214

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

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

Carried

Mayor Dave Turton

Clerk Annilene McRobb