



**Council Minutes**  
**Tuesday, November 1, 2016**  
**2:30 p.m. Council Chambers**

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**Council Present:**

Mayor George A. Bridge  
Deputy Mayor Ron Faulkner  
Councillor Mary-Lou Colwell  
Councillor Judy Dirksen  
Councillor Jean Anderson  
Councillor Ron Elliott

**Council Regrets:**

Councillor Dave Turton

**Staff Present:**

Bill White, C.A.O. Clerk  
Annilene McRobb, Deputy Clerk, Recording Secretary  
Chris Harrow, Fire Chief  
Belinda Wick-Graham, Business & Economic Manager  
Gordon Duff, Treasurer  
Brian Hansen, Public Works Director  
Matt Lubbers, Recreation Services Manager  
Stacey Pennington, Building Inspector

**1. Call to Order**          2:32 p.m.

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

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

**RESOLUTION: 2016-202**

**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 6, 2016 Closed Session Meeting**
- **Litigation or potential litigation Elora Street, Harriston Wayfinding signage**
- **Personal matters about an identifiable individual, including employees; Employee Benefits**

**Carried**

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

**RESOLUTION: 2016-203**

**Moved By: Councillor Colwell; Seconded By: Councillor Anderson**  
**THAT The Council of the Town of Minto resume into open Council.**

**Carried**

**5. Minutes of Previous Meeting**

- a. Regular Council Minutes of October 18, 2016

**RESOLUTION: 2016-204**

**Moved By: Councillor Dirksen; Seconded By: Deputy Mayor Faulkner**  
**THAT the minutes of the October 18, 2016 Council Meeting be approved.**

**Carried**

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

Deputy Mayor Faulkner and Councillors Elliott and Colwell identified items.

**7. Resolution Moving Council into Committee of Adjustment to Consider Public Meetings, Delegations, Public Question Period, Correspondence, Reports, Motions for Which Notice Has Been Previously Given and Other Business**

**RESOLUTION: 2016-205**

**Moved By: Councillor Elliott; Seconded By: Councillor Colwell**  
**THAT The Town of Minto Council convenes into Committee of the Whole.**

**Carried**

**8. Public Meeting**

- a. Minor Variance A5-16: Gingerich 5461 Highway 87 (See Schedule A minutes attached)

**RESOLUTION: 2016-206**

**Moved By: Councillor Anderson; Seconded By: Councillor Dirksen**  
**THAT the Committee of the Whole convenes into Committee of Adjustment.**

**Carried**

**9. Delegations**

- a. Darlene DeStefano Chair, Mission Butterfly Incorporated

Darlene DeStefano and John K Dalley Director provided information on Mission Butterfly a non-profit organization to improve quality of life and enhance wellbeing of veterans, active military, first responders and families by delivering programs to reduce or arrest symptoms of PTSD and related conditions. This new organization is seeking funding to get started. The Mayor thanked them for the presentation noting Town support will be considered at budget.

- b. Dennis L. German, P.Geo. President German Solar Corporation

Mr. German described their FIT 5 Small Scale Ground mounted Solar applications proposed on former CN railway lands. The five projects will occupy less than 3 acres of abandoned rail line his company bought from CN. German Solar Corporation requests a support resolution from Minto. Council discussed the proposal and confirmed that if contracts are offered by the IESO the company must consult with the public to get renewable energy permit.

The C.A.O. Clerk's report under item 12b10 was summarized and considered at this point.

**MOTION: COW 2016-241**

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

**THAT Council receives the C.A.O. Clerk's October 14, 2016 report, Solar Installations; German Solar former CN Lands, and that the required municipal support resolution be provided as needed as generally outlined as follows:**

***WHEREAS*** Capitalized terms not defined herein have the meanings ascribed to them in the FIT Rules, Version 5.0

***AND WHEREAS*** GSC RP 15 LP, a subsidiary of German Solar Corporation (the "Applicant") proposes to construct and operate a Non-Rooftop Solar Project (the "Project") on various former rail lands (the "Lands") in the Corporation of the Town of Minto under the Province's FIT Program;

***AND WHEREAS***, the Applicant has requested that the Council of the Corporation of the Town of Minto indicate by resolution that the Project on the Property.

***AND WHEREAS*** pursuant to the FIT Rules, Version 5.0. Applications whose Projects receive the formal support of Local Municipalities will be awarded Priority Points, which may result in the Applicant being offered a FIT Contract prior to other Persons applying for FIT Contracts;

***NOW THEREFORE BE IT RESOLVED THAT:*** Council of the Corporation of the Town of Minto supports construction and operation of the Project on the Lands.

This resolution's sole purpose is to enable the Applicant to receive Priority Points under the FIT Program and may not be used for the purpose of any other form of municipal approval in relation to the Application or Project, or for any other purpose.

Carried

**10. Public Question Period**

Resident Bill Sinclair asked how close solar installations under 9b) will be to nearby homes. C.A.O. Clerk White noted the distance is not yet known but if the company has a contract offer from the IESO, they have to consult with landowners and the Town on project details.

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

- a. Grey County, Resolution Regarding Access and Delivery of Hydro
- b. Union Gas Limited, 2017 Rates - Notice of Application
- c. Town of Petrolia, Resolution regarding Ontario's Intensive Therapy Funding
- d. Zorra Township, Resolution - Accommodation Review Process
- e. Zorra Township, Resolution Autism Spectrum Disorder
- f. United Townships of Head, Clara & Maria, Request for Support for Rural Ontario Property Owners
- g. Town of Latchford, Resolution - Autism Spectrum Disorder
- h. Municipality of North Middlesex, Ontario Rural Education Symposium
- i. Clifford Recreation Association, November Newsletter
- j. Township of South-West Oxford, Resolution in Support of Elimination of Barriers for CCAs (Certified Crop Advisors)

**MOTION: COW 2016-242**

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

**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**

**1. Maitland Valley Conservation Authority Board of Directors Minutes September 21, 2016**

**MOTION: COW 2016-243**

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

**THAT the Maitland Valley Conservation Authority Board of Directors Minutes for September 21, 2016 are received for information.**

Carried

**b. Committee Minutes for Approval**

**1. Cultural Roundtable Committee Minutes of October 24, 2016**

Belinda Wick-Graham summarized noting Youth Action Council is underway. The Palmerston Railway museum upgrades continue including reviving hand car races. November 22 Norgan Theatre hosts a second showing of Live2lead. Light Up the Town in Harriston is November 15, 7 pm at Tannery Park. Council needs to meet earlier to be able to attend.

**MOTION: COW 2016-244**

**Moved By: Councillor Dirksen Seconded By: Councillor Anderson**

**THAT the November 15<sup>th</sup> Council meeting be rescheduled to 4:30 p.m.**

Carried

Treasurer Duff reported on the Supporting Performing Arts in Rural Communities (SPARC) conference he attended.

**MOTION: COW 2016-245**

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

**THAT the Cultural Roundtable Committee Minutes of October 24, 2016 are received as corrected and recommendations contained within be approved.**

Carried

**2. Economic Development and Planning Committee Minutes of October 13, 2016**

The Business & Economic Development Manager reviewed minutes noting a new Chair for committee will be chosen next meeting. Two structural grant applications were received. Committee recommends funding the Old Post with the Old Mac's In Palmerston application deferred to spring 2017. Elora Street Flowers won two awards at the Guelph-Wellington Business Enterprise Centre Event. The agricultural incubator in Harriston is progressing with site plan and survey work to come. Staff continues with training opportunities.

Councillor Colwell noted the Chamber Christmas Social is December 5, 6 p.m. Councillor Elliott noted Belinda Wick –Graham may speak at the OSUM Conference in May.

**MOTION: COW 2016-246**

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

**THAT the Economic Development and Planning Committee Minutes of October 13, 2016 are received and recommendations contained within be approved.**

**Carried**

**3. Parks and Recreation Advisory Committee Minutes of October 24, 2016**

Recreation Services Manager Lubbers summarized stating the last payment for Norgan renovations will be made this year. Basketball, hockey and babysitter courses are underway. A youth drop in sports program was run with Blessings to You Centre is planned again next year. Public skating and shinny hockey is all sponsored by local businesses and is now free to the public.

Council brought forward items 12c.1 and 2 before considering the minutes as they related to recommendations from PRAC. The Recreation Services Manager review various recreation agreements and Clifford Homecoming's request for profit sharing on bar sales.

**MOTION: COW 2016-247**

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

**THAT the Parks and Recreation Advisory Committee Minutes of October 24, 2016 are received and recommendations contained within be approved.**

**AND FURTHER THAT Council receives the Recreation Services Manager's October 25<sup>th</sup>, 2016 report regarding Recreation Agreements and that by-laws be considered in regular Council to approve the agreements.**

**AND FURTHER THAT Council receives the Recreation Services Manager's October 25<sup>th</sup>, 2016 report regarding Clifford Homecoming Request and that and that Council approves giving a grant to the Clifford Homecoming Committee calculated at 25% of bar sales from their licensed events.**

**Carried**

**c. Staff Reports**

**1. Recreation Services Manager, Recreation Agreements**

Recommendation approved through item 12b.3.

**2. The Recreation Services Manager, Clifford Homecoming**

Recommendation approved through item 12b.3.

**3. Recreation Services Manager, Recreation Framework Update**

Recreation Services Manager Lubbers explained how the 2015 Framework supports recreation as a key part of community building. He will email the document as information.

**MOTION: COW 2016-248**

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

**THAT Council receives the Recreation Services Manager's October 25<sup>th</sup>, 2016 report regarding Recreation Framework Update for information.**

**Carried**

**4. Building Inspector, Site Plan Approval, Minto Rural Health Centre, 500 White's Road**  
Building Inspector Pennington reviewed of the report noting concerns with limited parking on are addressed with 28 new spaces proposed in front of the building. Drainage details are being addressed, but the site plan agreement remains if the revised site plan is approved.

**MOTION: COW 2016-249**

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

**THAT Council receives the report from the Building Inspector dated October 20, 2016, regarding Site Plan Approval, Minto Rural Health Centre, 500 White's Road and approves the amended site plan subject to the requirements outlined in the staff report being met.**

**Carried**

5. Building Inspector, Palmerston Childcare Facility 530 Prospect Street Site Plan Approval  
The Building Inspector outlined the site plan for a 4500 square foot child care facility at the Public School. More parking is provided but concerns with student access at the driveway must be dealt with operationally; storm outlet drain could fill up causing some ponding.

**MOTION: COW 2016-250**

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

**THAT Council approves the following documents for the Palmerston Child Care Facility, 530 Prospect Street, Palmerston:**

- a) C2-1 Erosion and Sediment Control Plan issued for Site Plan Approval October 7, 2016, engineer stamped by B. J. Fritz, October 11, 2016**
- b) A1-Site Plan prepared by WalterFedy Issued for Site Plan Approval October 18, 2016;**
- c) Site Servicing and Stormwater Management Report, Palmerston Childcare Facility, GMBP File No. 116088, dated October 4, 2016**

**Subject to the execution of a site plan agreement with the Town requiring, among other matters, confirmation of the use of the existing tile drainage system for storm water management, the existing Town sidewalk being restored, and 50mm water valve being accessible to the Town.**

**AND FURTHER that Council considers a by-law in regular session authorizing the Mayor and Clerk to sign the site plan agreement once the landowner has signed.**

**Carried**

Deputy Mayor Faulkner assumed the Chair.

6. Fire Chief, Minto Fire Cares Foundation

The Fire Chief outlined reasons for the charitable foundation and how will help Minto Fire.

**MOTION: COW 2016-251**

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

**THAT Council receives the Fire Chief's October 24, 2016 report regarding Minto Fire Cares Foundation and supports the establishment of a non-profit organization Minto Fire Cares Foundation.**

**Carried**

Mayor Bridge returned to the Chair

7. C.A.O. Clerk and Deputy Clerk, Municipal Elections Act Regulation 310/16 Ranked Ballots  
The C.A.O. Clerk summarized, recommending no ranked ballots for the 2018 election.

**MOTION: COW 2016-252**

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

THAT Council receives the Municipal Elections Act Regulation 310/16 Ranked Ballots report from the C.A.O. Clerk and Deputy Clerk dated October 12, 2016 and provides direction on whether the Town of Minto will use ranked ballots for the 2018 election.

Carried

8. C.A.O. Clerk, AMO “What’s Next Ontario” Resolution  
C.A.O. Clerk White outlined the extent of the funding shortfall outlined by AMO.

**MOTION: COW 2016-253**

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

**THAT Council receives the C.A.O. Clerk’s October 24, 2016 report AMO “What’s Next Ontario” Resolution, and that the resolution outlined be supported and forwarded to Association of Municipalities for Ontario.**

**WHEREAS** recent polling, conducted on behalf of the Association of Municipalities of Ontario indicates 76% of Ontarians are concerned or somewhat concerned property taxes will not cover the cost of infrastructure while maintaining municipal services, and 90% agree maintaining safe infrastructure is an important priority for their communities;

**AND WHEREAS** infrastructure and transit are identified by Ontarians as the biggest problems facing their municipal government;

**AND WHEREAS** a ten-year projection (2016-2025) of municipal expenditures against inflationary property tax and user fee increases, shows there to be an unfunded average annual need of \$3.6 billion to fix local infrastructure and provide for municipal operating needs;

**AND WHEREAS** the \$3.6 billion average annual need would equate to annual increases of 4.6% (including inflation) to province-wide property tax revenue for the next ten years;

**AND WHEREAS** this gap calculation also presumes all existing and multi-year planned federal and provincial transfers to municipal governments are fulfilled;

**AND WHEREAS** if future federal and provincial transfers are unfulfilled beyond 2015 levels, it would require annual province-wide property tax revenue increases of up to 8.35% for ten years;

**AND WHEREAS** Ontarians already pay the highest property taxes in the country;

**AND WHEREAS** each municipal government in Ontario faces unique issues, the fiscal health and needs are a challenge which unites all municipal governments, regardless of size;

**NOW THEREFORE BE IT RESOLVED** that this Council supports the Association of Municipalities of Ontario in its work to close the fiscal gap; so that all municipalities can benefit from predictable and sustainable revenue, to finance the pressing infrastructure and municipal service needs faced by all municipal governments.

Carried

9. C.A.O. Clerk, Annual Conferences, ROMA Delegation Request  
The C.A.O. Clerk suggested Council look at increasing training at the budget meeting. Mayor Bridge will work with Councillors to spread Council attendance to different events.

**MOTION: COW 2016-254**

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

**THAT Council receives the C.A.O. Clerk’s October 21, 2016 report regarding Annual Conferences, ROMA Delegation Request as information.**

Carried

10. C.A.O. Clerk, Solar Installations; German Solar former CN Lands  
This report was moved forward and considered during item 9. Delegations.

Councillor Colwell Assumed the Chair

11. Treasurer, Wellington County Debenture 2016  
Treasurer Duff noted that this is the formal process required for debentures.

**MOTION: COW 2016-255**

**Moved By: Deputy Mayor Faulkner Seconded By: Mayor Bridge**  
**THAT Council accepts the Treasurer's October 25<sup>th</sup> 2016 Wellington County Debenture report and considers the passage of the related By-law in Regular Session.**

Carried

12. Treasurer, Approval of Accounts October 2016  
The Treasurer summarized some of the payments included in the statement of accounts.

**MOTION: COW 2016-256**

**Moved By: Councillor Anderson; Seconded By: Councillor Dirksen**  
**THAT Council receives the Treasurer's report regarding Approval of Accounts, and approves accounts by Department for October 28, 2016 as follows: Administration \$274,378.30, Building \$4,091.02, Economic Development \$11,102.66, Incubator \$284.50, Tourism \$1,174.74, Fire \$15,664.43, Roads \$129,248.06, Cemetery \$2,053.30, Streetlights \$994.22, Waste Water \$12,428.74, Water \$16,186.75, Minto in Bloom \$190.49, Recreation \$5,938.59, Clifford \$4,649.72, Harriston \$6,885.70, Palmerston \$24,970.85, Norgan \$1,756.06.**

Carried

Mayor Bridge resumed the Chair

13. Public Works Director, Clifford Ultra Rib Pipe Sanitary Sewer Mains Strategy  
Director Hansen noted the policy provides for removal, patching and connecting to ultra-rib.

**MOTION: COW 2016-257**

**Moved By: Councillor Colwell; Seconded By: Councillor Anderson**  
**THAT Council receives the report from the Public Works Director Clifford Ultra Rib Pipe Sanitary Sewer Mains Strategy and approves the policy outlined in the report and that funds be considered in budget to implement the strategy as outlined.**

Carried

d. Other Business Disclosed as Additional Item  
Deputy Mayor Faulkner invited IPM volunteers to appreciation Arthur Community Centre, November 6, 2-4 pm, and reminded us all to support remembrance services.

Councillor Dirksen noted Remembrance Day service November 6 at Presbyterian Church then at Caressant Care followed by the service at the cenotaph in Clifford.



Councillor Anderson noted the County Museum service November 5 10:30 am includes a presentation on War Horses contribution to the war effort.

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

**RESOLUTION: 2016-207**

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

**THAT the Committee of Adjustment convenes into Regular Council Meeting.**

**Carried**

**14. Notices of Motion - None**

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

**RESOLUTION: 2016-208**

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

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

**Carried**

**16. By-laws**

**a. 2016-81, Borrowing from County of Wellington**

**RESOLUTION: 2016-209**

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

**THAT By-law 2016-81; to authorize an application to the Corporation of the County of Wellington to incur debt and issue debentures in respect of capital works; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.**

**Carried**

**b. 2016-82, Clifford Vitality Group Public Facilities Limited Use Agreement**

**RESOLUTION: 2016-210**

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

**THAT By-law 2016-82; to Execute a Public Facilities Limited Use Agreement with the Clifford Vitality Group; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.**

**Carried**

**c. 2016-83, Harriston Curling Club Public Facilities Limited Use Agreement**

**RESOLUTION: 2016-211**

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

**THAT By-law 2016-83; to Execute a Public Facilities Limited Use Agreement with the Harriston Curling Club; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.**

**Carried**

d. 2016-84, Harriston Lawn Bowling Public Facilities Limited Use Agreement

**RESOLUTION: 2016-212**

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

**THAT By-law 2016-84; to Execute a Public Facilities Limited Use Agreement with the Harriston Lawn Bowling; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.**

**Carried**

e. 2016-85, Mapleton-Minto 81's Public Facilities Limited Use Agreement

**RESOLUTION: 2016-213**

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

**THAT By-law 2016-85; to Execute a Public Facilities Limited Use Agreement with the Mapleton-Minto 81's; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.**

**Carried**

f. 2016-86, Minto Broomball Tournament Promoters Public Facility Limited Use Agreement

**RESOLUTION: 2016-214**

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

**THAT By-law 2016-86; to Execute a Public Facilities Limited Use Agreement with the Minto Broomball Tournament Promoters; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.**

**Carried**

g. 2016-87, Norwell District Secondary School Public Facilities Limited Use Agreement

**RESOLUTION: 2016-215**

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

**THAT By-law 2016-87; to Execute a Public Facilities Limited Use Agreement with Norwell District Secondary School; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.**

**Carried**

h. 2016-88, Palmerston Curling Club Public Facilities Limited Use Agreement

**RESOLUTION: 2016-216**

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

**THAT By-law 2016-88; to Execute a Public Facilities Limited Use Agreement with Palmerston Curling Club; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.**

**Carried**

i. 2016-89, Site Plan Agreement Upper Grand District Secondary School

**RESOLUTION: 2016-217**

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

**THAT By-law 2016-89; to Authorize the Execution of a Site Plan Agreement with Upper Grand District School Board to permit a childcare facility at 530 Prospect Street, Palmerston; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.**

**Carried**

j. 2016-90, Confirm the Proceeding of the November 1, 2016 Committee/Council meeting  
**RESOLUTION: 2016-218**

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

**THAT By-law 2016-90; Confirm the Proceedings of the November 1, 2016**

**Committee/Council meeting; 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 5:35 p.m.**

**RESOLUTION: 2016-219**

**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**

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Mayor George A. Bridge

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C.A.O. Clerk Bill White

**Schedule "A"**  
**Minutes of the Committee of Adjustment Hearing**  
**Tuesday July 19, 2016 7:00 pm Council Chambers**  
**Minor Variance File A5-16, Kelly Gingrich, Parts 5 &6, 5461 Highway 87, Minto**

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Mayor Bridge called the meeting to order at 5:22 p.m. stating any decision reached by this Committee today cannot be used to set a precedent. Each application considered by the Committee is dealt with on its own merits and no two applications are exactly the same.

Secretary Treasurer White described the location of the subject lands noting the hearing is called to permit the reconstruction of a second dwelling unit on the subject parcel, with a lot size of 9.39ha (23.21ac) and a setback of 91.44m (300.0') from the main dwelling unit. Sections 8.5.1, 8.4.1, and 8.4.3 of the Town's Zoning By-Law 01-86, as amended, does not permit establishment of a second dwelling unit on a lot subject to the Reduced Lot Regulations, requires a minimum lot size of 35ha (86.0ac), and requires the second dwelling unit to be within 61.0m (200.0') of the main dwelling unit respectively.

Secretary -Treasurer White advised notice was given to property owners within 60 meters of the land, applicable agencies and posted on site October 21, 2016. Town Staff had no concerns with the variance. Wellington County Junior Planner, Elizabeth Martelluzzi's report noted the variance is minor, maintains the general intent and purpose of the Official Plan and Zoning By-law, and is desirable and appropriate for the development of the property.

Chair Bridge called upon those wishing to speak. Applicant Kelly Gingrich was in attendance. No persons came forward. The Secretary -Treasurer provided one resolution in favor and one resolution denying the application. Only members in favour of the resolution would sign the decision sheet.

**COA MOTION 2016-05**

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

**That Committee of Adjustment approves the application by Kelly Gingrich for property Pt Lot 36 Con 8 RP61R8396 Parts 5 &6 Town of Minto municipally known as 5461 Highway 87, Town of Minto; to permit the reconstruction of a Second Dwelling Unit on the subject parcel, with a lot size of 9.39ha (23.21ac) and a setback of 91.44m (300.0') from the main dwelling unit, whereas sections 8.5.1, 8.4.1, and 8.4.3 of the Corporation of the Town of Minto's Comprehensive Zoning By-Law 01-86, as amended, does not permit the establishment of a Second Dwelling Unit on a lot subject to the Reduced Lot Regulations, requires a minimum lot size of 35ha (86.0ac), and requires the second dwelling unit to be within 61.0m (200.0') of the main dwelling unit respectively.**

**Carried**

Chair Bridge stated anyone wishing to receive a copy of the Notice of Decision to please sign the Request for Notice of Decision prior to leaving the Council Chambers following the meeting. Chair Bridge adjourned the Public Hearing at 5:28 p.m.

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Mayor George A. Bridge

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Secretary Treasurer Bill White