



Council Minutes
Tuesday, March 4, 2025 3:00 p.m.
Council Chambers

Council Present:

Councillor Judy Dirksen
Deputy Mayor Jean Anderson
Councillor Ron Elliott
Councillor Geoff Gunson
Councillor Ed Podniewicz
Councillor Paul Zimmerman

Council Regrets:

Mayor Dave Turton

Staff Present:

Annilene McRobb, Clerk
Gregg Furtney, Chief Administrative Officer
Gordon Duff, Treasurer
Mike McIsaac, Roads & Drainage Manager
Ryan Binkle, Development Technician & Drainage Superintendent
Sama Haghighi Planning Coordinator
Quinn Gorecki, Deputy Clerk/Manager, People and Culture

1. Call to Order at 3:00 p.m.
2. Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act
3. Minutes of Previous Meeting
 - a. Regular Minutes of February 4, 2025

RESOLUTION: 2025-024

Moved By: Councillor Elliott; Seconded By: Councillor Podniewicz

THAT minutes of the Town of Minto February 4, 2025 Regular Council meeting be approved.

Carried

4. Resolution Moving Council into Committee of Adjustment

RESOLUTION: 2025-025

Moved By: Councillor Dirksen; Seconded By: Councillor Gunson

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

Carried

- a. MV 2025-01, JEM Freight - 310 York Street, Palmerston

See Schedule "A" for Minutes

5. 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: 2025-026

Moved By: Councillor Zimmerman; Seconded By: Councillor Elliott

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

Carried

6. Public Meeting

- a. Notice of Consideration of Engineers Report for Drain 119

Deputy Mayor Anderson acted as the Chair of the Public Meeting and called it to order at 3:10 p.m.

Clerk McRobb outlined the purpose of the meeting is to consider the Engineering report prepared by RJ Burnside & Associates Limited of Wingham, Ontario dated February 3, 2025, for Drain No. 119. Notices of the meeting were sent to 6 Landowners along with the report. As well, copies of the report were circulated to Town Staff, Maitland Valley Conservation Authority, and the Ministry of Agriculture, Food and Rural Affairs. Clerk McRobb advised no speakers registered to participate in the Public Meeting.

Chair Anderson called on the Engineer to provide a summary of the report. Greg Nancekivell reviewed the report and proposed works.

Chair Anderson called on Town staff to provide any additional comments. Ryan Binkle, Development Technician & Drainage Superintendent noted he had no comments.

Council was given the opportunity for questions and further comments. Council had questions for the engineer.

Chair Anderson called for any speakers wishing to provide information that might influence Council's decision on the matter.

Correspondence was received from landowner Jim Gibson. As well, late submissions were received yesterday from Brad Gibson and Mary Sanderson and Michael Park and were provided to Council.

Landowner Bill Wilken had questions and concerns about his property and Jim Gibsons property.

Brent Weigel of Weigel Drainage Inc., not assessed on the drain, questioned the drainage work proposed.

Landowner Jim Gibson read concerns he had with the drainage report and the effect on his property.

Mary Sanderson, neighbouring landowner not assessed on the drain, spoke of concerns on her property regarding the Leonard Drain.

Brad Gibson, not assessed on the drain, brought forward concerns.

Michael Park, neighbouring landowner not assessed on the drain, spoke of concerns with the Leonard Drain.

Petitioner John Martin spoke about his request.

Chair Anderson asked if there are any members of the public who wish to add or remove their name from the petition. No one came forward.

Chair Anderson 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.

MOTION: COW 2025-029

Moved by: Councillor Elliott; Seconded by: Councillor Dirksen

THAT the Council of the Town of Minto provisionally adopt the engineers report by Bylaw in open session.

Defeated

MOTION: COW 2025-030

Moved by: Councillor Dirksen; Seconded by: Councillor Podniewicz

THAT the Council of the Town of Minto refer the report back to the engineer for a review of adding culverts and a swale through Jim Gibsons property and access for Bill Wilkens property and other adjustments as deemed appropriate.

Carried

Chair Anderson officially adjourned the meeting considering the engineer's report Drain No. 119 at 4:26 p.m.

b. Notice of Consideration of Engineers Report for Drain 121

Deputy Mayor Anderson acted as the Chair of the Public Meeting and called it to order at 4:27 p.m.

Clerk McRobb outlined the purpose of the meeting is to consider the Engineering report prepared by RJ Burnside & Associates Limited of Wingham, Ontario dated February 3, 2025, for Drain No. 121. Notices of the meeting were sent to 5 Landowners along with the report. As well, copies of the report were circulated to Town Staff, Maitland Valley Conservation Authority, and the Ministry of Agriculture, Food and Rural Affairs.

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

Chair Anderson called on the Engineer to provide a summary of the report. Greg Nancekivell reviewed the report.

Chair Anderson called on Town staff to provide any additional comments. Ryan Binkle, Development Technician & Drainage Superintendent noted he had no comments.

Chair Anderson called on any speakers wishing to provide information that might influence Council's decision on the matter.

Landowner Bert Westerholt noted that there is a severance and some of the assessment will go to him.

Landowner Archie Wilson noted that there are costs associated with the drain to be considered.

Landowner Brad Hall brought forward concerns of tiling into "private" ditches.

Michael Park, neighbouring property owner not assessed on the drain asked for a deferral.

Council was given the opportunity for questions and further comments.

Chair Anderson asked if there are any members of the public who wish to add or remove their name from the petition. No-one came forward.

MOTION: COW 2025-031

Moved by: Ron Elliott; Seconded by: Councillor Gunson

THAT the Council of the Town of Minto provisionally adopt the engineers report by Bylaw in open session.

Carried

Chair Anderson officially adjourned the meeting considering the engineer's report Drain No. 121 at 4:45 p.m.

7. Delegations

a. Robert Harris, Part Lot Control for 92-94 King Street S Harriston

Chris Langridge spoke on behalf of Bob Harris stated Mr. Harris would like to again try to sever his property on King Street and asked what is required? Langridge stated that Mr. Harris has done everything required for this semi. Deputy Mayor Anderson noted that this home was not built as a semi, it is a home with an Additional Dwelling Unit. CAO Furtney noted that Mr. Harris would need to re-apply again if he wishes to see if he can receive Part Lot Control.

8. Public Question Period

Rodger Hnatiuk asked why the meeting is set for 3 p.m. on March 18th and not 7 pm as the February 18th 7 pm meeting was cancelled. CAO Furtney stated the schedule was set for the year and even though a meeting was cancelled, we will continue with the current meeting schedule.

9. Correspondence Received for Information or Requiring Direction of Council

- a. Eastern Ontario Wardens Caucus, Support of Canadian and Ontario Governments' Negotiations with the United States Government on Trade Tariffs
- b. Township of Uxbridge, Implementation of 'Buy Canadian' Policy
- c. Municipality of South Bruce Peninsula, Proposed Mandate That All New Cars and Trucks Sold in Canada be Equipped With a Tow Hook
- d. Municipality of South Bruce Peninsula, Cell Towers and Their Associated Maintenance
- e. Township of McGarry, Amend Ontario Building Code
- f. Saugeen Valley Conservation Authority, Minutes of January 17, 2025 Meeting
- g. City of Woodstock, Speeding, Distracted Driving, and Impaired Driving
- h. Mapleton Seniors Centre for Excellence, March 2025 Newsletter

MOTION: COW 2025-032

Moved By: Councillor Gunson; Seconded By: Councillor Podniewicz

THAT Council receives the correspondence as information.

Carried

10. 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 Minutes of February 20, 2025

MOTION: COW 2025-033

Moved By: Councillor Podniewicz; Seconded By: Councillor Elliott

THAT Council of the Town of Minto receives the Diversity, Equity and Inclusion Committee meeting minutes of February 20, 2025 as information and approves any recommendations contained therein.

Carried

b. Staff Reports

Councillor Gunson assumed the Chair.

1. PW 2025-005, Various Tender Results - Dust Suppressant, Maintenance Gravel and Asphalt Resurfacing

MOTION: COW 2025-034

Moved By: Councillor Zimmerman; Seconded By: Councillor Dirksen

THAT the Council of the Town of Minto hereby receives report PW 2025-005 Tender Results – Asphalt, Gravel, Dust Suppression, prepared by the Roads and Drainage Manager, for information purposes;

AND FURTHER THAT the Council of the Town of Minto awards Tender 2025-03; Supply and Apply Dust Suppressant to Da-Lee Dust Control for a unit price of \$525.65 per flake equivalent ton excluding HST;

AND FURTHER THAT the Council of the Town of Minto awards Tender 2025-04; Supply, Load, Haul and Spread Granular 'A' (Maintenance Gravel) to Walker Aggregates Inc. for a unit price of \$14.75 per ton excluding HST;

AND FURTHER THAT the Council of the Town of Minto awards Tender 2025-05, Asphalt Resurfacing to E.C. King Contracting for a total of tender amount of \$699,931.35 excluding HST.

Carried

2. PW 2025-006, Municipal Drain Maintenance Assessments

MOTION: COW 2025-035

Moved By: Councillor Elliott; Seconded By: Councillor Podniewicz

THAT the Council of the Town of Minto hereby receives Report PW 2025-006 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 and amending Assessment By-law in open session.

Carried

Councillor Dirksen assumed the Chair.

3. FIN 2025-005, Council Remuneration

MOTION: COW 2025-036

Moved By: Councillor Gunson; Seconded By: Councillor Zimmerman

THAT the Council of the Town of Minto hereby receives report FIN 2024-003 2024 Council Remuneration, prepared by the Treasurer, for information purposes.

Carried

Deputy Mayor Anderson resumed the Chair.

c. Announcements

Councillor Dirksen stated that the Wellington Farm Safety Association held a pancake breakfast Saturday in Alma and had almost 300 people attending. The Harriston United Church and the James Street United Church in Palmerston are having pancake suppers this evening.

Councillor Zimmerman noted that the libraries have lots of March Break events for next week. Councillor Zimmerman encouraged people to spend their money locally, in Ontario and Canada.

Councillor Elliott noted the Palmerston Skating had their carnival, and it went well. The Minto 81's won the first game in the series and play again next weekend.

Councillor Gunson stated Minto Minor Hockey Playoffs are underway. Gunson gave a shout out to Public Works for all of their hard work with all of the snow.

Deputy Mayor Anderson also thanked the public works staff as well. There is bingo at the Legion and there are lots of events coming up and encouraged people to join in on the events.

11. Motion to Return To Regular Council

RESOLUTION: 2025-027

Moved By: Councillor Elliott; Seconded By: Councillor Dirksen

THAT the Committee of the Whole convenes into Regular Council.

Carried

12. Notices of Motion None.

13. Resolution Adopting Proceedings of Committee of the Whole

RESOLUTION: 2025-028

Moved By: Councillor Podniewicz; Seconded By: Councillor Zimmerman

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

Carried

14. By-laws

- a. 2025-010, Provisional Bylaw for Drain 119

(See Motion COW 2025-030)

- b. 2025-011, Provisional Bylaw for Drain 121

RESOLUTION: 2025-029

Moved By: Councillor Elliott; Seconded By: Councillor Dirksen

THAT By-law 2025-011 be approved and read a first and second time and provisionally adopted in Open Council.

Carried

- c. 2025-012, Amend Bylaw 2024-066 Maintenance Assessments for Drain 107

- d. 2025-013, Drain Maintenance Assessments for Wallace Drain #2, Municipal Drains 68 and 73

RESOLUTION: 2025-030

Moved By: Councillor Zimmerman; Seconded By: Councillor Elliott

THAT By-laws 2025-012 and 2025-013 be approved and read a first, second, third time and passed in Open Council and sealed with the seal of the Corporation.

Carried

- e. 2025-014, Confirmatory

RESOLUTION: 2025-031

Moved By: Councillor Dirksen; Seconded By: Councillor Podniewicz

THAT By-law 2025-014; To confirm actions of the Council of the Corporation of the Town of Minto respecting a meeting held March 4, 2025; be read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

15. Adjournment at 5: 32 p.m.

RESOLUTION: 2025-032

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

Mayor Dave Turton

Clerk Annilene McRobb

Schedule 'A' Minutes of the Committee of Adjustment
MV-2025-01 – JEM Freight Inc. 310 York St, Palmerston

Chair Anderson called the Public Hearing to order at 3:01 p.m. and stated 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. Chair Anderson stated the Public Hearing is to consider Minor Variance Application: MV-2025-01 – JEM Freight Inc.

Secretary-Treasurer McRobb stated the property subject to the proposed Minor Variance application is legally described as PT LT 8, Herman and Bolton Survey 18-11 Wallace as in R0741761 and is municipally known as 310 York St, Palmerston in the Town of Minto. The subject property is approximately 1,031m² (11,098 ft²).

The purpose and effect of this Minor Variance application is to provide relief from the rear yard setback requirement. This relief is requested as a condition of severance application B102/24. Clause 12.2.1.6 of the Town of Minto's Comprehensive Zoning By-law 01-86, as amended, requires a minimum rear yard setback of 7.6 m, whereas 2.5 m is proposed. Additional relief may be considered at this meeting. The notices were mailed to the property owners within 200 feet or 60 meters of the subject property as well as the applicable agencies on February 7th, 2025, and posted on the subject property on February 7th, 2025. Reports/comments were received from Terry Kuipers, Director of Building and Planning Services, Town of Minto and Asavari Jadhav-Admane, Planner, Wellington County,

Secretary-Treasurer McRobb advised the Committee that she did not have any speakers register to participate in the Public Hearing.

Chair Anderson called on the Town of Minto's Planning Coordinator to provide comments. Sama Haghighi reviewed the Town report.

Chair Anderson called on the owner/applicant to provide comments. Hailey Keast, agent for applicant (via Zoom) provided information on the Minor Variance requested.

Chair Anderson requested any persons wishing to speak to the application to come forward. No one came forward.

Secretary-Treasurer McRobb provides a resolution for the Committee to consider. Upon a resolution being carried or defeated; the Notice of Decision of the Committee of Adjustment is to be signed by all members of the Committee of Adjustment in favour of the decision.

MOTION: COA 2025-001

Moved By: Ed Podniewicz; Seconded By: Geoff Gunson

THAT The Town of Minto Committee of Adjustment approves the application by JEM Freight Inc for the property legally described as PART LOT 8, municipally known as 310 York Street, Palmerston in the Town of Minto, is seeking relief from Clause 12.2.1.6 to permit a minimum rear yard setback of 2.5 m.

Carried

Chair Anderson stated anyone wishing to receive a copy of the Notice of Decision of the Committee of Adjustment in respect to the Minor Variance application, must make a written request to the Clerk of the Town of Minto at 5941 Highway 89, Harriston, NOG 1Z0 or by email at annilene@town.minto.on.ca Chair Anderson officially adjourned the Public Hearing. 3:09 p.m.

Dave Turton, Chair

Annilene McRobb, Secretary Treasurer