



Council Minutes
Tuesday, April 8, 2025 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
Chris Harrow, Director of Fire Services
Belinda Wick-Graham, Director of Economic and Community Development
Gordon Duff, Treasurer
Gregg Furtney, Chief Administrative Officer

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

Councillor Zimmerman declared a pecuniary interest for Item 11 b) 5) Fire Department Wage Policy stating: “as a Member of Minto Fire, I am paid by The Town of Minto and in a direct pecuniary interest in this matter”.

Councillor Dirksen declared a pecuniary interest for Item 11 b) 4) Community Garden Agreement with PEMC and 15 a) By-law 2025-017, Palmerston Community Gardens Agreement stating: “I am the Chair of the Church Board and one of the signatories on the agreement”.

Councillor Dirksen also declare for 11 b) 6) Update to pay admin policy stating “My beloved husband is a PT Winter Control Employee for the Town of Minto”.

Councillor Gunson declared a pecuniary interest for Item 11 b) 5) Fire Department Wage Policy stating: “I am currently a Firefighter with Minto Fire”.

3. Minutes of Previous Meeting

RESOLUTION: 2025-040

Moved By: Councillor Dirksen; Seconded By: Councillor Podniewicz

THAT minutes of the Town of Minto March 18, 2025 Regular Council meeting be approved.

Carried

- a. Regular Minutes of March 18, 2025

4. Resolution Moving Council into Court of Revision

RESOLUTION: 2025-041

Moved By: Councillor Elliott; Seconded By: Councillor Gunson

THAT Council of the Town of Minto convenes into Court of Revision.

Carried

- a. Municipal Drain 121

See Schedule 'A' for minutes

5. Motion Moving Court of Revision into Committee of Adjustment

RESOLUTION: 2025-042

Moved By: Councillor Elliott; Seconded By: Councillor Podniewicz

THAT the Town of Minto Court of Revision convenes into Committee of Adjustment.

Carried

- a. MV 2025-02, Andrew Bauman- 8803 1st Line, Palmerston

See Schedule 'B' for minutes

6. 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: 2025-043

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

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

Carried

7. Public Meeting

8. Delegations

a. Ben Crisci, Request for Relief from Water Bill

Ben Crisci requested a subsidy for a water bill at 31 Elora St N, Harriston due to a pipe breaking.

CAO Furtney stated that his typical bill is \$240 per billing cycle and was close to \$1,800. Ben Crisci stated that the property is vacant. By-law 2017-06 deals with water leak adjustments and noted that rental and vacant properties are not eligible.

MOTION: COW 2025-045

Moved by: Councillor Dirksen; Seconded by: Councillor Zimmerman

THAT the Council of Minto provides a one leak adjustment for 31 Elora Street Harriston.

Defeated

9. Public Question Period

Dale Hurlbut asked about more wayfinding signage in the Town of Minto for the arena in Palmerston.

10. Correspondence Received for Information or Requiring Direction of Council

- a. Regional Municipality of Durham, Amend Previous Motion re Ban the Nazi Swastika
- b. Crime Stoppers Guelph-Wellington, Spring 2025 Newsletter
- c. Western Ontario Wardens Caucus, Tariff Response
- d. Mapleton Seniors Centre for Excellence, April Newsletter
- e. Wellington County O.P.P. 2024 Year-End Report

Deputy Mayor Anderson thanked the O.P.P for their report noting the information on speeding.

MOTION: COW 2025-046

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

THAT Council receives the correspondence as information.

Carried

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

- a. Committee Minutes for Approval

1. Cultural Roundtable Minutes of March 24, 2025

MOTION: COW 2025-047

Moved By: Councillor Gunson; Seconded By: Councillor Dirksen

THAT Council receives the Cultural Roundtable Committee minutes of March 24, 2025 as information and approves any recommendations contained therein.

Carried

2. Diversity, Equity, and Inclusion Committee Minutes of March 20, 2025

MOTION: COW 2025-048

Moved By: Councillor Podniewicz; Seconded By: Councillor Elliott

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

Carried

- b. Staff Reports

1. EC DEV 2025-004, Development Covenant Extension Request for Johnny Garth Wilson and Sarah Viola

MOTION: COW 2025-049

Moved By: Councillor Gunson; Seconded By: Councillor Zimmerman

**That Council of the Town of Minto hereby receives report EC DEV 2025-004 Development Covenant Extension Request for Johnny Garth Wilson and Sarah Viola, prepared by the Director of Economic & Community Development, for information purposes;
AND FURTHER THAT the Council of the Town of Minto approves the requested six-month extension (August 8, 2025).**

Carried

2. EC DEV 2025-005, Signage Grant H37 - May's Cafe at the Old Post, 39 Elora St. S, Harriston

MOTION: COW 2025-050

Moved By: Councillor Elliott; Seconded By: Councillor Dirksen

**THAT the Council of the Town of Minto hereby receives report EC DEV 2025-005 – Signage Grant H37 – May’s Café at the Old Post, 39 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 H37 for \$427.23.**

Carried

3. EC DEV 2025-006, Signage Grant H38 - Inked, 1 Elora St. Unit 4, Harriston

MOTION: COW 2025-051

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

THAT the Council of the Town of Minto hereby receives report EC DEV 2025-006 – Signage Grant H38 – Inked, 1 Elora St. S. Harriston, prepared by the Director, Economic & Community Development, for information purposes;

AND FURTHER THAT the Council of the Town of Minto approves Signage Grant H38 for \$412.30.

Carried

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

4. EC DEV 2025-007, Community Garden Agreements - Clifford and Palmerston

MOTION: COW 2025-052

Moved By: Councillor Podniewicz; Seconded By: Councillor Zimmerman

THAT the Council of the Town of Minto hereby receives report EC DEV 2025-007 – Community Garden Agreements, prepared by the Director, Economic & Community Development, for information purposes;

AND FURTHER THAT the Council of the Town of Minto authorizes the Mayor and Clerk to sign the lease agreements with Wesley Bates and Juanita Wilkins and the Palmerston Evangelical Missionary Church.

Carried

Councillor Dirksen returned to her seat.

Deputy Mayor Anderson assumed the Chair

Having previously declaring pecuniary interests, Councillor Gunson and Councillor Zimmerman removed themselves from their seats for the following report.

5. FIRE 2025-005, Fire Department Wage Policy

MOTION: COW 2025-053

Moved By: Councillor Dirksen; Seconded By: Councillor Podniewicz

THAT the Council of the Town of Minto hereby receives report FIRE 2025-005 Fire Department Wage Policy, prepared by the Director of Fire Services, for information purposes;

AND FURTHER THAT the Council of the Town of Minto adopts the proposed wage policy and directs staff to implement it as of May 1, 2025.

Carried

Councillors Gunson and Zimmerman returned to their seats.

Mayor Turton resumed the Chair

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

6. CL 2025-006, Update to Pay Administration Policy

MOTION: COW 2025-054

Moved By: Councillor Elliott; Seconded By: Councillor Gunson

THAT the Council of the Town of Minto hereby receives report CL 2025-006 Update to Pay Administration Policy, prepared by the Deputy Clerk/Manager, People and Culture, for information purposes;

AND FURTHER THAT the Council of the Town of Minto approves the policy as written.

Carried

Councillor Dirksen returned to her seat.

b. Announcements

Councillor Elliott stated the 81's won the Ontario Championships with great crowds for their games. The 81's will be moving on to the Canadian Championships. Elliott stated that the Elementary Curling Championships were well organized and thanked Members of Council and Mayor for attending the opening, a Minto team won the Championship.

Councillor Podniewicz encouraged people to use Think Minto First cards. Belinda Wick-Graham stated that Home Hardware and Foodland in Palmerston and Harriston carry the cards as well as LaunchIt. If you have cards, please spend them.

Councillor Gunson stated that Minto Minor Hockey had 3 successful teams and looks forward to Spring tryouts coming up.

Councillor Dirksen stated 64 teams were hosted at the Elementary Curling Championships and the winning team was the Palmerston Farm Boys of Minto.

Councillor Zimmerman stated that the Clifford Firefighters are hosting their annual spaghetti supper Friday night. They are taking donations of old Canadian Tire money for Camp Bucko. On Sunday April 13, the Palmerston Kinettes are hosting a spaghetti dinner. There will be an Easter Cantata at the Harriston United Church. The Optimists will be hosting egg hunts in Palmerston, Harriston and Clifford on Saturday on April 19th. The Harriston Rising group will be hosting the "Egg Scramble" at the Harriston Arena 10 am – 12 noon.

Deputy Mayor Anderson stated there is a trivia night this Friday at the Palmerston Legion for the Palmerston Farmers Market and thanked Luke Hartung for organizing this event. Anderson noted that the community event calendar on the Town of Minto website is great to look at, with lots of events to look forward to.

Chief Harrow stated that tickets are on sale for Palmerston Homecoming 2025. The homecoming is August 1-4, 2025, with more information on their website at <https://www.palmerstonhomecoming.ca> . More volunteers will be needed, and a volunteer open house will take place in May.

Mayor Turton congratulated the organizing committee for the Elementary Curling Championships. The Clifford Outdoor Life Show was well organized and was busy.

Mayor Turton congratulated Belinda Wick-Graham and Erin Raftis on the Award of Excellence in business retention, recruitment and expansion for the Move to Minto Business Attraction Campaign. The Mayor breakfast is coming up quickly and you need to sign up by April 18th. Mayor Turton asked residents to please go online and vote for the Palmerston Hospital MRI Campaign through The Growing Home BASF site, where they could receive \$25,000. Congratulations to MPP Matthew Rae, he has been asked to serve as the Chief Government Whip.

Councillor Elliott noted that the Broomball team Polar Ice is in the Canadian Championships in Nova Scotia.

Mayor Turton encouraged everyone to shop local and support our businesses.

12. Motion to Return To Regular Council

RESOLUTION: 2025-044

**Moved By: Councillor Zimmerman; Seconded By: Deputy Mayor Anderson
THAT the Committee of the Whole convenes into Regular Council.**

Carried

13. Notices of Motion

14. Resolution Adopting Proceedings of Committee of the Whole

RESOLUTION: 2025-045

**Moved By: Councillor Podniewicz; Seconded By: Councillor Dirksen
THAT the Council of the Town of Minto ratifies the motions made in the Committee of the Whole.**

Carried

15. By-laws

Having previously declaring a pecuniary interest, Councillor Dirksen removed herself from her seat for the By-laws.

- a. 2025-017, Palmerston Community Gardens Agreement
- b. 2025-018, Clifford Community Gardens Agreement

RESOLUTION: 2025-046

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

THAT By-laws 2025-017 and 2025-018 be read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

Councillor Dirksen returned to her seat.

- c. 2025-019, Confirmatory

RESOLUTION: 2025-047

Moved By: Councillor Zimmerman; Seconded By: Councillor Gunson

THAT By-law 2025-019; To confirm actions of the Council of the Corporation of the Town of Minto respecting a meeting held April 8, 2025; be read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

16. Adjournment at 4:25 p.m.

RESOLUTION: 2025-048

Moved By: Councillor Podniewicz; Seconded By: Councillor Dirksen

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

**Court of Revision Agenda Municipal Drain 121-2025
Tuesday, April 8, 2025 3 p.m.**

Dave Turton, Town of Minto Representative
Jean Anderson, Town of Minto Representative
Doug Hargrave, Howick Township Representative

Clerk McRobb called the meeting to order at 3:03 p.m.

MOTION: COR 2025-001

Moved by: Jean Anderson; Seconded by: Doug Hargrove

That Dave Turton is hereby appointed as the chair to the Court of Revision for Municipal Drain 121-2025.

Carried

Disclosure of Pecuniary Interest and the General Nature Thereof - None

Chair Turton stated the purpose of the Court of Revision meeting is to hear appeals to the schedule of assessment for Minto Drain No. 121 located on Lot 41, Concessions 8, Town of Minto, County of Wellington.

Clerk McRobb stated that no written appeals were received. No late or verbal appeals were received.

Greg Nancekivell, R.J. Burnside & Associates Limited provided an overview of the report.

MOTION: COR 2025-002

Moved by: Doug Hargrove; Seconded by: Jean Anderson

THAT Town of Minto Court of Revision accepts the assessment for Municipal Drain 121 as presented.

Carried

Chair Turton adjourned the meeting at 3:08 p.m.

Chair Dave Turton

Clerk Annilene McRobb

Schedule 'B' Minutes of the Committee of Adjustment
MV 2025-002 – Andrew Bauman 8803 1st Line

Chair Turton called the Public Hearing to order at 3:11 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 Turton stated the Public Hearing is to consider Minor Variance Application: MV-2025-02 Andrew Bauman.

Secretary-Treasurer McRobb stated the property subject to the proposed Minor Variance application is legally described as CON D PT LOT 111 RP 60R2487; PART 1 and is municipally known as 8803 1st Line in the Town of Minto. The subject property is approximately 1.61 ha (4 ac).

The purpose and effect of this Minor Variance application is to seek relief from the maximum ground floor area requirements for accessory buildings and structures in order to build a four-season greenhouse. Clause 8.5.2.8 of the Town of Minto's Comprehensive Zoning By-law 01-86, as amended, specifies a maximum ground floor area of 3,350 ft² (311.72 m²); however, a ground floor area of 6,256 ft² (581.76 m²) 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 March 18th, 2025 and posted on the subject property on March 18th, 2025.

Reports/comments were received from Sama Haghighi, Planning Coordinator, Town of Minto and Asavari Jadhav-Admane, Planner; Wellington County.

Secretary-Treasurer McRobb advised the Committee that no speakers registered to participate in the Public Hearing.

Chair Turton to call on the Town of Minto's Planning Coordinator to provide comments. Sama Haghighi reviewed the reports from the Town of Minto.

Chair Turton to call on the owner/applicant to provide comments. Andrew Bauman was in attendance and had no comments.

Chair Turton to request any persons wishing to speak to the application to come forward. No one came forward.

Chair Turton asked for any questions by the Committee.

Secretary-Treasurer McRobb provided 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 2025-002

Moved by: Jean Anderson; Seconded by: Judy Dirksen

THAT the Town of Minto Committee of Adjustment approves the application by Andrew Bauman for the property legally described as CON D PT LOT 111 RP 60R2487; PART 1 and is municipally known as 8803 1st Line in the Town of Minto, is seeking relief from Clause 8.5.2.8 to permit a maximum accessory building area of 581.76 m².

Carried

Chair Turton 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 Turton officially adjourned the Public Hearing at 3:18 p.m.

Chair Dave Turton

Clerk Annilene McRobb