



**Council Minutes**  
**Tuesday, May 6, 2025 2:15 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  
Sama Haghighi, Planning Coordinator  
Ryan Binkle, Development Technician & Drainage Superintendent  
Tawnya Robertson, Deputy Treasurer  
Callise Loos, Deputy Fire Chief  
Quinn Gorecki, Deputy Clerk/Manager, People and Culture

1. Call to Order at 2:15 p.m.
2. Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act – None.
3. Motion to Convene into Closed Session

**RESOLUTION: 2025-056**

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

**THAT the Council of the Town of Minto conduct a meeting Closed to the public to consider the following:**

- a. Closed Session Minutes of February 4, 2025
- b. Personal matters about an identifiable individual, including employees; Community Services

Carried

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

**RESOLUTION: 2025-057**

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

**THAT Council of the Town of Minto resume into open Council.**

Carried

**5. Reporting Out of Closed**

**RESOLUTION: 2025-058**

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

**THAT Council receives the Closed Session report regarding personal matters about an identifiable individual, including employees - Community Services;**

**AND FURTHER THAT Council approves the confidential direction given to staff.**

Carried

**6. Minutes of Previous Meeting**

**RESOLUTION: 2025-059**

**a. Closed Session Minutes of February 4, 2025**

**b. Regular Minutes of April 22, 2025**

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

**THAT minutes of the Town of Minto February 4, 2025 Closed Session meeting and April 18, 2025 Regular Council meeting be approved.**

Carried

**7. Resolution Moving Council into Committee of Adjustment**

**RESOLUTION: 2025-060**

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

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

Carried

**a. MV 2025-03, 167 Margaret Street S – Harris**

See Schedule "A" for minutes

**8. 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: 2025-061**

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

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

**Carried**

**9. Public Meeting**

**10. Delegations**

**a. Mayors Golf Tournament Groups**

Deputy Treasurer Tawnya Robertson introduced the groups.

Jeff Klemp of Minto United Soccer stated that the funding will be used to purchase equipment and to keep the costs low for families.

Mike Wilson of Minto Minor Baseball stated that they aim to make baseball accessible for all families by keeping the costs low and purchase equipment.

Callise Loos of Minto Fire Wellness Committee stated that the funding will be used to finish developing the PTSD App for Firefighters.

Mayor Turton thanked the staff for the work on the Mayor's Tournament.

Mayor Turton, on behalf of Council, congratulated Deputy Treasurer Tawnya Robertson on receiving her Executive Diploma of Municipal Management from AMCTO.

**11. Public Question Period – No-one came forward.**

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

**a. Town of Georgina, Salt Management**

**b. Township of Greater Napanee, Strong Mayor Powers**

**c. Township of Zorra, Opposing Strong Mayor Powers**

**d. Town of Parry Sound, Response to the Expansion of Strong Mayor Powers**

**e. Mapleton Seniors Centre for Excellence, May 2025 Newsletter**

- f. City of Richmond Hill, Provincial Regulations Needed to Restrict Keeping of Non-Native ("Exotic") Wild Animals
- g. Town of Essex, Opposition to Strong Mayor Powers: Proposed Amendments to O.Reg. 530/22
- h. Township of Petawawa, Proposed Amendments to O. Reg 530/22 to Expand Strong Mayor Powers and Duties to Additional Municipalities
- i. Township of Otonabee-South Monaghan, Proposal to End Daylight Savings Time in Ontario
- j. Municipality of Bluewater, Opposition to Strong Mayor Powers Expansion
- k. Mapleton, Minto and Wellington North Tri-Fire Services, First Quarter Update
- l. Champlain Township, Surveillance and Monitoring of Heavy Vehicles in Ontario
- m. County of Wellington, Notice of Adoption for Wellington County OPA #126

Council discussed the Strong Mayor Powers correspondence.

**MOTION: COW 2025-064**

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

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

**Carried**

**13. 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 April 17, 2025

**MOTION: COW 2025-065**

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

**THAT Council receives the Diversity, Equity, and Inclusion Committee Minutes of April 17, 2025 as information and approves any recommendations contained therein.**

**Carried**

- b. Staff Reports
  - 1. EC DEV 2025-008, Signage Grant P29 - Well Initiatives Limited, 345 Minto Road, Unit 1, Palmerston

**MOTION: COW 2025-066**

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

**THAT the Council of the Town of Minto hereby receives report EC DEV 2025-008 – Signage Grant P29 – Well Initiatives Limited, 345 Minto Road, Unit 1, Palmerston, prepared by the Director, Economic & Community Development, for information purposes;**

**AND FURTHER THAT the Council of the Town of Minto approves the requested Signage Grant P29 for \$1,000.**

**Carried**

2. EC DEV 2025-009, Signage Grant P30 and Facade Grant P23- Elegant Aesthetics, 125 Main Street W, Palmerston

**MOTION: COW 2025-067**

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

**THAT the Council of the Town of Minto hereby receives report EC DEV 2025-009 – Signage Grant P30 and Façade Grant P23 – Elegant Aesthetics 125 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 Signage Grant P30 for \$468.07 and Façade Grant P23 for \$3,000.**

**Carried**

Councillor Gunson assumed the Chair.

3. PW 2025-013, Municipal Drain 12 Improvement Request

**MOTION: COW 2025-068**

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

**THAT the Council of the Town of Minto hereby receives report PW 2025-013 Municipal Drain 12 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’s interest in this regard.**

**Carried**

4. PW 2025-014, Municipal Drain 44 Improvement Request

**MOTION: COW 2025-069**

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

**THAT the Council of the Town of Minto hereby receives report PW 2025-014 Municipal Drain 44 Improvement Request prepared by the Drainage Superintendent, for information purposes;**

**AND FURTHER THAT the Council of the Town of Minto appoints Streamline Engineering to represent the Town's interest in this regard.**

**Carried**

Mayor Turton resumed the Chair.

5. CL 2025-007, Appointing CAO as Deputy Clerk/By-law Officer

**MOTION: COW 2025-070**

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

**THAT the Council of the Town of Minto hereby receives report CL 2025-007 Appointing CAO as Deputy Clerk and By-law Officer, prepared by the Director of Legislative Services/ Clerk for information purposes;**

**AND FURTHER THAT the Town of Minto considers By-laws for both appointments in open session.**

**Carried**

6. CL 2025-008, Strong Mayor Powers

**MOTION: COW 2025-071**

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

**THAT the Council of the Town of Minto hereby receives report CL 2025-008 – Strong Mayor Powers, prepared by the Director of Legislative Services/Clerk, for information purposes.**

**Carried**

c. Announcements

Councillor Dirksen stated that OSUM was a great conference noting that every municipality has challenges.

Councillor Zimmerman noted that May 4<sup>th</sup> -10<sup>th</sup> is Emergency Preparedness Week and encouraged every to be prepared, you can find resources at [getprepared.gc.ca](https://getprepared.gc.ca) Zimmerman stated that on May 7 at 12:55 pm there will be an emergency alert test in Ontario. Last year in Ontario 240 alerts were sent out, the majority were tornado warnings.

Deputy Mayor Anderson noted the nice weather and stated people can contribute to the Town flower baskets to cover off the costs of them. Anderson stated that the Garden Festival is the first Saturday of June.

Councillor Elliott stated around 300 people attended OSUM with great topics being covered and great opportunity for Councillors to interact. Elliott stated that the Minto 81's did very

well in the Allan Cup and got to the semi finals. Many fans came from the Town of Minto to cheer them on.

Councillor Podniewicz noted that May is Building Safety Month. Kuipers noted that it is the 50<sup>th</sup> year of the Building Code and the enhancement of the Building Code.

Councillor Gunson stated that this past week the live fire training took place outside of Drayton and we are very lucky to get this training.

Mayor Turton stated Councillor Elliott is on the OSUM Board and thanked him for representing the Town of Minto. The Mayor Breakfast was held on April 25<sup>th</sup> and thanked the staff and business partners. April 26 was the Fire awards night and included 50, 40- and 30-year awards. The Volunteer dinner was well attended last week. Margaret Heinmiller, veteran of second world war celebrated her 100<sup>th</sup> birthday and Foodbanks celebrated 35 years this past weekend. Mayor Turton noted there will be trees from the Green Legacy to give away at the Wellington County Libraries.

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

**RESOLUTION: 2025-062**

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

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

**Carried**

**15. Notices of Motion - None**

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

**RESOLUTION: 2025-063**

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

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

**Carried**

**17. By-laws**

**a. 2025-011, Drain 121 Third Reading**

**RESOLUTION: 2025-064**

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

**THAT By-law 2025-011 be read a third time and passed in Open Council and sealed with the seal of the Corporation.**

**Carried**

- b. 2025-022, Appoint Deputy Clerk
- c. 2025-023, Appoint Bylaw Enforcement Officer

**RESOLUTION: 2025-065**

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

**THAT By-laws 2025-022 and 2025-023 be read a first, second, third time and passed in Open council and sealed with the seal of the Corporation.**

**Carried**

- d. 2025-024, Confirmatory

**RESOLUTION: 2025-066**

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

**THAT By-law 2025-024; To confirm actions of the Council of the Corporation of the Town of Minto respecting a meeting held May 6, 2025; be read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.**

**Carried**

**18. Adjournment at 4:36 p.m.**

**RESOLUTION: 2025-067**

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

**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



Schedule "A" Minutes of the Committee of Adjustment  
MV 2025-03, 167 Margaret Street S – Harris

Chair Turton called the Public Hearing to order at 3:06 pm 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. The Public Hearing is to consider Minor Variance Application: MV-2025-03 – Robert Harris

Secretary-Treasurer McRobb stated the property subject to the proposed Minor Variance application is legally described as LOT 7 PT LOT 8, and is municipally known as 167 Margaret Street S, Harriston, in the Town of Minto. The subject property is approximately 248.5 m<sup>2</sup> (2,674.93 ft<sup>2</sup>).

The purpose and effect of this Minor Variance application is to seek relief from the required exterior yard setback, propose 3 metres where 6 metres is required, as well as a maximum lot coverage of 45%, whereas the permitted lot coverage is 40%. 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 April 14th, 2025 and posted on the subject property on April 14th, 2025.

The following reports/comments were received and attached for Council to review. 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 called on the Town of Minto's Planning Coordinator to provide comments. Sama Haghighi reviewed her report for Council.

Chair Turton called on the owner/applicant to provide comments. Robert Harris was in attendance and noted that there is an old two-story house, and he will split the lot

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

Chair Turton asked for any questions by the Committee.

Chair Turton called on the owner/applicant for any response or rebuttal.

Robert Harris stated he is not going to build to the line (on Pellister Street) and will be 25 to 28 feet to the road and both houses will face Margaret Street.

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 2025-003**

**Moved by Geoff Gunson; Seconded by Ron Elliott**

**THAT The Town of Minto Committee of Adjustment approves the application by Robert Harris, for the property legally described as Lot 7 and Part of Lot 8, municipally known as 167 Margaret Street South, Harriston, in the Town of Minto, seeks relief from Clauses 10.2.5 and 10.2.8 to permit a minimum exterior side yard of 3 metres and a maximum lot coverage of 45%. With the following conditions:**

- No encroachments, including decks, porches, balconies, or steps, shall be permitted within the exterior side yard.
- The reduced exterior side yard setback shall not apply to the garage.

**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](mailto:annilene@town.minto.on.ca) Chair Turton officially adjourned the Public Hearing at 3:18 pm.

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Dave Turton, Chair

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Annilene McRobb, Secretary Treasurer