



Council Minutes
Tuesday, July 4, 2017 3:00 p.m.
Council Chambers

Council Present:

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

Staff Present at all or part of the meeting:

Bill White, C.A.O. Clerk
Annilene McRobb, Deputy Clerk, Recording Secretary
Somer Gerber, Business Development Coordinator
Terry Kuipers, Chief Building Official
Belinda Wick-Graham, Business & Economic Manager
Gordon Duff, Treasurer

1. **Call to Order 3:01 p.m.**
2. **Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act - None**
3. **Minutes of Previous Meeting**
 - a. **Regular Council Minutes of June 20, 2017**

RESOLUTION: 2017-136

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT the minutes of the June 20, 2017 Council Meeting be approved.

Carried

4. Additional Items Disclosed as Other Business

Councillors Dirksen, Elliott, Turton and Colwell, Deputy Mayor Faulkner and Mayor Bridge all declared items.

5. 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 2017-137

Moved By: Councillor Colwell; Seconded By: Councillor Dirksen

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

Carried

6. Public Meeting - None.

7. Delegations

- a. Howard Wray Triton Engineering Pedestrian Crossovers (see also item 12 c) 2.)
Mr. Wray presented information on the Type B Pedestrian Crossover (PXO) for the intersection of Main and William Street, Palmerston. He is working with Wellington County on the final design. Mr. Wray reviewed other standards for crossovers in the Ontario Traffic Manual and noted to obtain approval the design must meet warrants. Council discussed the requirements and confirmed the work will be finished before September if approval is timely.

MOTION: COW 2017-168

Moved By: Councillor Elliott; Seconded By: Councillor Turton

That Council receives the C.A.O. Clerk's and Road Foreman's June 30, 2017 report and the delegation from Howard Wray of Triton Engineering and directs staff to proceed to implement new pedestrian crossovers as follows:

1. Prospect Street (Town Road) at east entrance to Palmerston Public
2. Palmerston Toronto Street (County Road) and Prospect Street (Town Road)
3. Palmerston Main Street (County Road) and Brunswick Street (Town)
4. Harriston Arthur Street (Connecting Link) and George Street (Town Road)
5. Relocate current crossing Elora Street (Connecting Link) and Union Street (Town Road) to Elora St (Connecting Link) & William St (Town Road)
6. Palmerston Main Street (County Road) and William Street to be built by Town of Minto and assumed by County of Wellington subject to compliance with the Ontario Traffic Manual and approval by the appropriate road authority.

Carried

8. Public Question Period - None

9. Correspondence Received for Information or Requiring Direction of Council

- a. Environmental Commissioner of Ontario, Every Drop Counts, Executive Summary
- b. Irma DeVries, concern regarding cycling on town sidewalks
- c. County of Wellington, Bill 148 - Fair Workplaces, Better Jobs Act 2017
- d. Crime Stoppers Guelph Wellington, Summer 2017 Newsletter

- e. Ontario Ombudsman, 2016 2017 Annual Report
- f. Ontario Association of Fire Chiefs, Election to the Board of Directors for the Ontario Association of Fire Chiefs
- g. Ministry of Education, Plan to Strengthen Rural and Northern Education
- h. Wellington-Dufferin-Guelph Public Health, Rabies in Ontario
- i. Ontario Ombudsmen, The Watchdog June Newsletter
- j. Federation of Canadian Municipalities, Universal Broadband Must Reach Under-Served Communities

Deputy Mayor Faulkner noted item 9h) from Public Health regarding rabies in Ontario information; staff took as direction to link the Town website with the rabies information.

Council congratulated Fire Chief Chris Harrow on re-election to the Board of Directors for the Ontario Association of Fire Chiefs.

Councillor Dirksen noted item 9a) Executive Summary Every Drop Counts about energy efficient water and waste water systems. There is an item on treated water use on roads in the report. The C.A.O. Clerk advised this publication will be considered in the Minto Energy Strategy as it develops. Mayor Bridge advised of funding through FCM for strategies.

Councillor Dirksen asked for a staff report in response to Item 9 b) regarding cycling on Town sidewalks. C.A.O. Clerk White advised a poll of business last year had mixed results on regulating this issue.

MOTION: COW 2017-169

Moved By: Councillor Colwell; Seconded By: Councillor Dirksen

THAT a report comes forward to Council regarding Item 9 b) Irma DeVries, concern regarding cycling on Town sidewalks.

Carried

MOTION: COW 2017-170

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

THAT Council receives the correspondence for information.

Carried

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

- a. Committee Minutes for Receipt
 - 1. Jamesway Manor Board Meeting Minutes of April 13, 2017
 - 2. Maitland Valley Conservation Authority Board of Directors Minutes May 17, 2017

MOTION: COW 2017-171

Moved By: Councillor Turton; Seconded By: Councillor Elliott

THAT the Jamesway Manor Board Meeting Minutes of April 13, 2017 and the Maitland Valley Conservation Authority Board of Directors Meeting Minutes of May 17, 2017 be received for information.

Carried

b. Committee Minutes for Approval

1. LaunchIt Minutes of April 18, 2017

c. Staff Reports

1. Somer Gerber, Business Development Coordinator, LaunchIt Minto Board Meetings

Launch It Business Development Coordinator Somer Gerber reviewed the minutes where a quorum was not present, and her report about LaunchIt Board structure. It is recommended an Executive Committee be formed consisting of the Mayor, Chair (Glenn Hall), Manager Business of Economic Manager (Belinda Wick Graham) and LaunchIt Coordinator (Somer Gerber) to meet as needed but no less than 4 times a year. The Board would host two events annually to continue to engage the business community. The C.A.O. Clerk suggested current appointments remain and be updated in 2018. The LaunchIt Coordinator noted Grand Openings Thursday July 6 in Palmerston for Body Adjust at 1:00 pm and 1:30 at Kimberly Stationary. The Elevate Ag Program met June 8 with regional partners Farmstart/Farmlink and work continues to gather support from the farming community.

MOTION: COW 2017-172

Moved By: Councillor Dirksen

Seconded By: Councillor Anderson

That Minto Council receives the LaunchIt Meeting minutes of April 18, 2017 for information, and approves the proposed LaunchIt Structure as outlined in the June 30, 2017 report from the Business Development Coordinator, and that any needed changes to the appointment bylaw be considered in 2018.

Carried

2. Economic Development Assistant, 2017 Harriston Street Party & Dance

Business and Economic Development Manager Wick-Graham reviewed the road closure request, hours of operation and activities at the event. Part of Maitland Street will be closed.

MOTION: COW 2017-173

Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Turton

That Council receives the June 30, 2017 report from the Economic Development Assistant regarding the Harriston Street Party and approves closure of Elora Street from Mill Street to Arthur Street in Harriston from 7:00 am Saturday August 12 to 1:00 am Sunday August 13.

Carried

3. Building Inspector, Site Plan Minto Road, Weale

Chief Building Official Kuipers reviewed the site plan for a multi-tenant light industrial building. Main building openings are on the north side away from nearby homes. Servicing, paving and landscaping details will be confirmed.

MOTION: COW 2017-174

Moved By: Councillor Turton; Seconded By: Councillor Elliott

Council receives the report from the Building Inspector dated June 30, 2017 regarding site plan approval by Shaun and Keira Weale and approves the submitted site plan, prepared by J Don MacMillan Limited submitted June 26, 2017 subject to the execution of a site plan agreement with the Town requiring, among other matters, confirmation of the water and sanitary sewer connections, final grading and drainage, paving, landscaping, and any other issues as staff see appropriate upon engineered review of the proposal.

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

4. CAO Clerk, Recreation Service Manager, Facilities Manager, Central Booking Update
C.A.O. Clerk White noted staffing challenges in both Departments with maternity leave, illness, added facilities and busy event schedules. Another report on central booking and staffing issues is suggested for budget 2018.

MOTION: COW 2017175-

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

THAT Council receive the C.A.O. Clerk's, Facilities Manager and Recreation Services Manager June 19, 2017 report Central Booking Update, and requests a follow up report for the 2018 budget regarding staff resources in Facilities and Recreation Services Departments.

Carried

5. CAO Clerk, Roads and Drainage Foreman, Pedestrian Crossover Main and William Palmerston

See Item 7 a)

6. CAO Clerk Roads and Drainage Foreman, Additional Road Closures Clifford Homecoming
C.A.O. Clerk White reviewed the parade detour route parade and Brown Street and Allan Street closures near the main site. Public Works and Minto Fire will assist where possible, but traffic back up during the parade on the Saturday of the long weekend is likely.

MOTION: COW 2017-176

Moved By: Councillor Turton; Seconded By: Councillor Colwell

THAT Council receives the C.A.O. Clerk and Road Foreman's June 30, 2017 report regarding Additional Road Closures Clifford Homecoming, and Council approves the detour route

during the parade as outlined, and approves closing Allan Street from William Street to Brown Street, and Brown Street from Queen Street to the John Street Road Allowance during the even except for local traffic and emergency vehicles.

Carried

Councillor Colwell assumed the Chair

7. Treasurer, Approval of Accounts

Treasurer Duff noted the School Board payment made up the largest expenditure. Others included Minto Fire bunker gear, Harriston arena new doors and waste water camera work.

MOTION: COW 2017-177

Moved By: Councillor Dirksen; Seconded By: Mayor Bridge

THAT Council receives the Treasurer's report regarding Approval of Accounts, and approves accounts by Department for June 30,2017 as follows: Administration \$632,908.63, Health Services \$226.95, Building \$3,226.73, Economic Development \$6,262.93, Incubator \$1,975.36, Tourism \$1,812.69, Fire \$35,404.62, Roads \$68,753.88, Cemetery & \$4,661.79, Waste Water \$20,515.77, Streetlights \$3,343.78, Water \$2,897.94, Town Landscaping Care \$1,301.41, Recreation \$6,823.58, Clifford \$7,754.54, Harriston \$31,818.60, Palmerston \$13,158.65, Norgan \$2,898.50.

Carried

Mayor Bridge returned to the Chair

d. Other Business Disclosed as Additional Item

Councillor Dirksen thanked everyone for their work during flooding last week as she had received many positive comments. She advised events were busy over the Canada 150 Long Weekend in Minto, noted the Harriston Foodland Grand Opening last week. The Harriston Minto Agricultural Society Ambassador of the Fair competition is this week. At the Wellington Health Care AGM held in June, new members were elected Brian Milne, Gary Shoemaker and Mike Wilson Brian McMahon is the Chair and Vice Chair is Kelly Ward.

Councillor Elliott advised the Palmerston Lion's Splash Bash July 1 was fantastic and thanked the Mayor for his donation to the free BBQ.

Mayor Bridge noted the Lion's arranged planting of a Vimy Ridge Oak tree during Splash Bash. The Lions' are making a shaded area at the Splash Park and bridge lights look great.

Deputy Mayor Faulkner noted how well received renovations to Harriston Foodland were at the opening. Four former owners were present at the Clifford Grist Mill Sign unveiling July 1.

Councillor Colwell stated how proud she was of staff for their work during the flooding emergency and reminded Council that August 17th is the Minto Chamber of Commerce BBQ.

Councillor Turton noted how the community is recovering from the stress of flood damage to their home, and thanked staff and Minto Fire. Unfortunately some people drove through traffic barriers during the flood. The Greys Slo pitch tournament is this weekend.

Mayor Bridge noted how training exercises helped prepared for this emergency. Public Works arranged for timely shut off of lift station power and well supply, while Minto Fire's water rescue training was deployed. He is proud of how the whole community responded. He noted his conversations with the Province Friday will hopefully lead to disaster relief from them for residents and small business. He asked if Council could meet July 18 for items delayed by flood recovery.

MOTION: COW 2017-178

Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Turton

THAT the Town of Minto Council met on Tuesday July 18, 2017 at 3 p.m.

Carried

11. Motion to Return To Regular Council

RESOLUTION 2017-138

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

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

Carried

12. Notices of Motion - None.

13. Resolution Adopting Proceedings of Committee of the Whole

RESOLUTION 2017-139

Moved By: Councillor Turton; Seconded By: Councillor Elliott

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

Carried

14. By-laws

a. 2017-55, Temporary Road Closure Harriston Savour the Street

RESOLUTION 2017-140

Moved By: Councillor Dirksen; Seconded By: Councillor Colwell

THAT By-law 2017-55; To Temporarily Close Roads in Harriston on August 12 and 13, 2017 for a Community Event; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- b. 2017-56, Authorize the Sale of certain Town owned Lands in Clifford fronting on Ann Street

RESOLUTION 2017-141

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

THAT By-law 2017-56; To Authorize the Sale of certain Town owned Lands in Clifford fronting on Ann Street; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- c. 2017-57, Execution of a Site Plan Agreement with Shaun and Kiera Weale

RESOLUTION: 2017-142

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT By-law 2017-57; to Authorize the Execution of a Site Plan Agreement with Shaun and Kiera Weale to permit an industrial building Minto Road Palmerston; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- d. 2017-58, Confirming Proceedings of July 4, 2017 Committee of the Whole/Council Meeting

RESOLUTION 2017-143

Moved By: Councillor Colwell; Seconded By: Councillor Dirksen

THAT By-law 2017-58; To confirm actions of the Council of the Corporation of the Town of Minto Respecting a meeting held July 4, 2017; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

15. Adjournment 4:15 p.m.

RESOLUTION 2017-144

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

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

Carried

Mayor George A. Bridge

C.A.O. Clerk Bill White