



Council Minutes
Tuesday, December 15, 2015
7:00 p.m. Council Chambers

Council Present:

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

Council Regrets:

Councillor Ron Elliott

Staff Present:

Bill White, CAO Clerk
Chris Harrow, Fire Chief
Brian Hansen, Public Works Director
Stacey Pennington, Building Assistant

Annilene McRobb, CAO Clerk and Council Assistant
Belinda Wick-Graham, Business and Economic Manager
Matthew Lubbers, Recreation Services Manager
Todd Rogers, Water Lead Hand

1. **Call to Order at 7 p.m.**
2. **Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act**
 - a. Councillor Dirksen declared a conflict with Item 10. C) 11) C.A.O. Clerk, Marquardt Monster Truck Lease
3. **Minutes of Previous Meeting**
 - a. Regular Council Minutes of December 1, 2015

RESOLUTION: 2015-257

Moved By: Judy Dirksen; Seconded By: Mary-Lou Colwell

THAT the minutes of the December 1, 2015 Council Meeting be approved.

Carried

4. **Additional Items Disclosed as Other Business** – All Councillor members identified 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: 2015-258

Moved By: Ron Faulkner; Seconded By: Dave Turton

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

Carried

6. **Public Meeting-None**

7. **Delegations-None**
8. **Public Question Period** – No one came forward
9. **Correspondence Received for Information or Requiring Direction of Council**
 - a. Randy Pettapiece, M.P.P., Municipal Land Transfer Tax
 - b. Randy Pettapiece, M.P.P., Wynne Liberals' Failures Costing Billions
 - c. MPP Ernie Hardeman, Oxford, Pre-Budget Consultations Standing Committee on Finance and Economic Affairs
 - d. Carman Weppler, Note of Thanks
 - e. North Wellington Health Care Corporation and Groves Memorial Community, Hospital CEO/Administration Report Nov-Dec

MOTION: COW 2015-303

Moved By: Ron Faulkner; Seconded By: Dave Turton

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 Receipt
1. Saugeen, Grey Sauble, Northern Bruce Peninsula Drinking Water Source Protection Committee Minutes of May 8, 2015

MOTION: COW 2015-304

Moved By: Dave Turton; Seconded By: Judy Dirksen

THAT the Saugeen, Grey Sauble, Northern Bruce Peninsula Drinking Water Source Protection Committee Minutes of May 8, 2015 be received as information.

Carried

- b. Committee Minutes For Approval
1. Cultural Roundtable Minutes of November 23, 2015
Business and Economic Development Manager Wick-Graham noted the soft launch of the volunteer portal took place and six groups came forward to be a part of this pilot project. Guelph Wellington Volunteer Centre will assist running in workshops for volunteers. The Treasures of Minto website has increased usage. The Committee is working with Gregory Smith to provide sessions with youth to help them discover their skills.
2. Economic Development and Planning Committee Minutes of December 10, 2015
Wick-Graham noted a site for the Palmerston Industrial Park sign is being discussed. Certified site information should be complete by the December 22 deadline, but the Province will extend if needed. A fibre optic conduit was installed in the Palmerston Industrial Park with cable to be run in spring. Façade and Structural Improvement grants recommended by Committee include \$44,405 in 2015 and \$46,810 in 2016. The 2015 overage is offset by an underspent Economic Development budget.

MOTION: COW 2015-305

Moved By: Mary-Lou Colwell; Seconded By: Dave Turton

THAT the Council receives the Cultural Roundtable Minutes of November 23, 2015 and the Economic Development and Planning Committee Minutes of December 10, 2015 and Council approve any recommendations contained therein.

Carried

3. Parks and Recreation Advisory Committee Minutes of November 30, 2015

Recreation Services Manager Lubbers noted the Committee is not pursuing a GHML franchise at this time. Grassroots hockey and basketball were successful as was the Norgan Barn Dance. Committee proposes Ryan Fisk to replace Gerald Koeslag as member at large. The Town facilities are switching back to Keystone Complete Facility Booking Software. The facilities are busy with holiday bookings.

MOTION: COW 2015-306

Moved By: Ron Faulkner; Seconded By: Judy Dirksen

THAT the Council receives the Parks and Recreation Advisory Committee Minutes of November 30, 2015 and Council approve any recommendations contained therein.

Carried

c. Staff Reports

1. Recreation Services Manager, Accessibility Annual Update

MOTION: COW 2015-307

Moved By: Jean Anderson; Seconded By: Judy Dirksen

That Council of the Town of Minto receives the December 7, 2015 report from the Recreation Services Manager entitled Accessibility Annual Update.

Carried

2. Recreation Services Manager, Joint Health and Safety Committee Annual Update

MOTION: COW 2015-308

Moved By: Mary-Lou Colwell; Seconded By: Dave Turton

That Council of the Town of Minto receives the November 17th, 2015 report from the Recreation Services Manager entitled Joint Health and Safety Committee Annual Update.

Carried

3. Recreation Services Manager, Trails Funding Programme, County of Wellington

Lubbers explained the County provides a matching fund program, up to \$50,000 over three years. Councillor Anderson noted the first Minto Trails meeting was today. Landowners will be approached regarding trail access to finish link from Palmerston through Harriston to Clifford. Volunteer Committee members will be contacted.

MOTION: COW 2015-309

Moved By: Jean Anderson; Seconded By: Ron Faulkner

That Council of the Town of Minto receives the December 7th, 2015 report from the Recreation Services Manager entitled Trails Funding Programme and endorses these trails initiatives and expenditures from 2015 and requests \$7,171.26 in funding from the County from their Trail Funding Programme.

Carried

4. Building Assistant, Consent Application Standard Conditions

MOTION: COW 2015-310

Moved By: Dave Turton; Seconded By: Judy Dirksen

THAT Council receives the report from the Building Assistant regarding Consent Application Standard Conditions dated September 15, 2015 and that Council approves the standard conditions contained in the report as a policy for the Town of Minto.

Carried

5. Building Assistant, Collaboration Agreement: LSWIMS Database

Building Assistant Pennington noted the database is a collaborative effort between Wellington County, local municipalities and Conservation Authorities and will help with provincial reporting.

MOTION: COW 2015-311

Moved By: Mary-Lou Colwell; Seconded By: Dave Turton

THAT Council hereby receives Risk Management Inspector's report dated December 3, 2015, regarding the Collaboration Agreement: Local Source Water Information Management System (LSWIMS) Database and that a by-law authorizing the signing of the LSWIMS Collaboration Agreement be considered in open session.

Carried

6. Building Assistant, Site Plan Approval H&H Gill Brothers, 439 Main Street East, Palmerston

MOTION: COW 2015-312

Moved By: Ron Faulkner; Seconded By: Jean Anderson

That Council receives the report from the Building Assistant dated December 7, 2015 regarding H&H Gill Brothers Site Grading and approves the Site Grading and Illustration of Existing Topography Prepared by Triton Engineering for H & H Gill Brothers 439 Main Street East, Palmerston subject to the following condition:

1. That a final site plan providing grading, drainage, servicing, sidewalk installation and landscaping details be submitted for approval by Town staff.

Carried

7. Chief Building Official, Monthly Building Statistics for November

MOTION: COW 2015-313

Moved By: Judy Dirksen; Seconded By: Dave Turton

THAT the Chief Building Official's Monthly Building Statistics for November be received as information.

Carried

8. Fire Chief, Aerial Truck Purchase Agreement

MOTION: COW 2015- 314

Moved By: Ron Faulkner; Seconded By: Judy Dirksen

THAT the Council receives the Fire Chief report regarding Aerial Truck Purchase Agreement and approve the agreement with Brindlee Mountain to purchase a 2004 American LaFrance Fire truck for \$215,000 USD and direct the Fire Chief to finalize and sign the agreement to purchase the vehicle.

Carried

9. C.A.O. Clerk, AMO Policy Update - AMO AND UQM to Collaborate on Climate Change
Mayor Bridge encouraged Council and staff to follow climate change initiatives.

MOTION: COW 2015-315

Moved By: Mary-Lou Colwell; Seconded By: Ron Faulkner

THAT Council receives the C.A.O. Clerk's report dated December 1, 2015 regarding Ontario's Climate Change Paper 2015 and that Council support AMO's standard letter to the Premier as follows:

Please be advised that the municipality of *Minto* supports the collaboration of the Association of Municipalities of Ontario (AMO) and the Union of Quebec Municipalities (UQM) to enhance support municipal climate action in our provinces.

To help meet reduction targets and to reduce emissions in our communities and improve resilience in local economies, we call on you to work in partnership with local governments and:

- Give municipalities adequate, stable and long-term funding resources to invest in greenhouse gas reduction initiatives in our communities such as public transit and active transportation, public and private building energy efficiency; water conservation, planning development and other programs;
- Recognize municipal projects that reduce greenhouse gases for offset credits in Cap and Trade programs;
- Provide dedicated funding for climate change adaptation to help municipalities provide resilient infrastructure to keep our economies and communities functioning and productive; and
- Provide tools to help facilitate and transfer knowledge regarding greenhouse gas reduction and climate adaptation projects.
- That reporting required for existing local Green Energy Plans not be enhanced or increased as pre-condition to receiving funding for climate change programs so that valuable local municipal staff resources can remain focused on program execution.

Carried

10. C.A.O. Clerk, City of Guelph Ambulance, 122 Robertson Street, Harriston

MOTION: COW 2015-316

Moved By: Dave Turton; Seconded By: Judy Dirksen

THAT Council receives the CAO Clerk's report dated December 4, 2015 regarding City of Guelph Ambulance, 122 Robertson Street, Harriston, and that Council approves the amendment to the agreement to allow installation of a generator subject to final review by the Town Solicitor.

Carried

11. C.A.O. Clerk, Marquardt Monster Truck Lease

Having earlier declared a pecuniary interest Councillor Dirksen left her Chair during discussion of this item. CAO Clerk White noted the applicant has been advised a zoning amendment is needed.

MOTION: COW 2015-317

Moved By: Jean Anderson; Seconded By: Ron Faulkner

THAT Council receives the CAO Clerk's report dated December 11, 2015 regarding the Marquardt Monster Truck Lease and that a by-law authorizing signing of the lease be considered when the Marquardts sign the lease and zoning is confirmed.

Carried

Councillor Dirksen returned to her Chair.

Councillor Colwell assumed the Chair during discussion of Finance matters.

12. Treasurer, Palmerston Trailer Park Rents

MOTION: COW 2015-318

Moved By: Jean Anderson; Seconded By: George Bridge

THAT Council receives and approves the report dated December 9, 2015 from the Treasurer and approves a two percent rate increase for Palmerston trailer park sites effective April, 2016 and a further increase on January 1st of each year thereafter at the maximum allowable under the Residential Tenancy Act, 2006.

Carried

13. Treasurer, Renewal of the Family Health Team Lease for the Clifford Medical Centre
Council asked that lease amount be reconsidered annually within the five year term.

MOTION: COW 2015-319

Moved By: Dave Turton; Seconded By: Judy Dirksen

THAT Council receives and approves the report dated December 9, 2015 from the Treasurer regarding Clifford Medical Centre Lease renewal and consider a By-Law in Open Council.

Carried

14. Treasurer, Approval of Accounts for December 8, 2015

MOTION: COW 2015-320

Moved By: Jean Anderson; Seconded By: Ron Faulkner

THAT Council receives the Treasurer's report regarding Approval of Accounts, and approves accounts by Department for December 8, 2015 as follows: Administration \$699,091.54, Economic Development \$6,462.57, Incubator \$1,763.79, Fire \$2,612.36, Roads \$424,168.84, Cemetery \$852.00, Waste Water \$21,013.82, Streetlights \$11,551.71, Water \$21,948.64, Recreation \$3,757.55, Clifford \$9,926.61, Harriston \$2,272.34, Palmerston \$15,126.48, Norgan \$3,732.68.

Carried

Councillor Turton assumed the Chair during discussion of Public Works Matters

15. Compliance Coordinator and Water Lead Hand, DWQMS Management Review
Water Lead Hand and QMS Officer Rogers will assume Compliance Coordinator Buehler's position upon his retirement. Public Works Director Hansen and Rogers presented the DWQMS Management Review highlighting protocol for frozen water lines, dramatic increase in Ontario One Call locates, and on-going improvements to Well 2.

MOTION: COW 2015-321

Moved By: Ron Faulkner; Seconded By: Jean Anderson

THAT Council receives the Compliance Coordinators November 26, 2015 report regarding DWQMS Management Review and all members of Council review, approve and endorse the report.

Carried

d. Other Business Disclosed as Additional Item

Councillor Colwell advised the Minto Chamber of Commerce Annual General Meeting is February 1st. Mayor Bridge and members of Council wished everyone a Merry Christmas and Happy New Year.

11. Motion to Return To Regular Council

RESOLUTION: 2015-259

Moved By: Jean Anderson; Seconded By: Judy Dirksen

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: 2015-260

Moved By: Judy Dirksen; Seconded By: Ron Faulkner

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

Carried

a. DWQMS 2015 Management Review Resolution

RESOLUTION: 2015-261

Moved By: Dave Turton; Seconded By: Jean Anderson

WHEREAS the Ministry of the Environment Safe Drinking Water Act is regulating a Municipal Drinking Water License Program;

AND WHEREAS This Municipal Drinking Water License Program is a requirement of Justice O'Connor's Part II of the Walkerton Inquiry Report;

AND WHEREAS The Certificate of Approval which the Town of Minto's water systems now operate under will be eliminated and upon accreditation will operate under a Municipal Drinking Water License;

AND WHEREAS The Corporation of the Town of Minto developed a drinking water quality management standard for its municipal water systems as first endorsed on May 9, 2007 by Resolution 193/07;

NOW THEREFORE BE IT RESOLVED THAT The Council of the Corporation of the Town of Minto publicly state their commitment to the Drinking Water Quality Management Standard (DWQMS);

AND FURTHER THAT The Council of the Corporation of the Town of Minto acknowledges the Town of Minto Compliance Coordinator, as a very capable and qualified employee and is appointed to the position that will ensure that the Drinking Water Quality Management System (DWQMS) procedures are followed.

Carried

14. By-laws

- a. 2015-99; to enter into a Land Lease Agreement with Horton and Quenelle

RESOLUTION: 2015-262

Moved By: Mary-Lou Colwell; Seconded By: Judy Dirksen

THAT By-law 2015-99; to authorize the Mayor and CAO Clerk sign a lease agreement for Town owned Property to Troy Jonathon Horton and Shannon Ashley Quesnelle, 132 Miller Crescent, Palmerston; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- b. 2015-100; to Amend Zoning By-law 01-86 of the Town of Minto, Sinclair

RESOLUTION: 2015-263

Moved By: Jean Anderson; Seconded By: Dave Turton

THAT By-law 2015-100; to amend Zoning By-law 01-86 for Part Lots 11 & 12, 61R-20381 Parts 2 & 3, with a municipal address of 506 Main Street E., Palmerston; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- c. 2015-101; Execution of An Agreement for Local Source Water Information Management System (LSWIMS)

RESOLUTION: 2015-264

Moved By: Ron Faulkner; Seconded By: Mary-Lou Colwell

THAT By-law 2015-101; to authorize the Mayor and CAO Clerk sign an Agreement for Local Source Water Information Management System; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- d. 2015:102; Site Plan Agreement, Harj Gill

RESOLUTION: 2015-265

Moved By: Dave Turton; Seconded By: Judy Dirksen

THAT By-law 2015-102; to authorize the Mayor and CAO Clerk sign a Site Plan Agreement with H & H Gill Brothers to permit a six unit apartment building at 439 Main Street E, Palmerston; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- e. 2015-103; To authorize the Mayor and Clerk to execute Lease Agreements with Dr. Tanya Norman and the Minto Family Health Team

RESOLUTION: 2015-266

Moved By: Judy Dirksen; Seconded By: Ron Faulkner

THAT By-law 2015-103; to authorize the Mayor and CAO Clerk sign lease agreements at 7 Brown Street North, Clifford with Dr. Tanya Norman and the Minto-Mapleton Family Health Team; be

introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

f. 2015-104; To confirm actions of the Council of the Corporation of the Town of Minto

RESOLUTION: 2015-267

Moved By: Jean Anderson; Seconded By: Judy Dirksen

THAT By-law 2015-104; To Confirm the Proceedings of the December 15, 2015 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

15. Adjournment at 8:58 p.m.

RESOLUTION: 2015-268

Moved By: Mary-Lou Colwell; Seconded By: Dave Turton

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