



Council Minutes
Tuesday, October 16, 2018 7:00 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 for all or part of the meeting:

Bill White, C.A.O. Clerk	Annilene McRobb, Deputy Clerk, Recording Secretary
Gordon Duff, Treasurer	Terry Kuipers, Chief Building Official
Michelle Brown, Building Assistant	Matt Lubbers, Recreation Service Manager

1. **Call to Order: 7 p.m.**
2. **Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act: None**
3. **Minutes of Previous Meeting**
 - a. Previous Minutes of the October 2, 2018 Council Meeting

RESOLUTION 2018-200

Moved By: Councillor Colwell; Seconded By: Councillor Dirksen

THAT the minutes of the October 2, 2018 Council Meeting be approved.

Carried

4. **Additional Items Disclosed as Other Business**

All members of Council identified additional 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 2018-201

Moved By: Councillor Elliott; Seconded By: Councillor Turton

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

Carried

6. Public Meeting: None

7. Delegations

a. Palmerston Marlins U12 Girls Provincial C Champions

Mayor Bridge and Councillor Elliott presented a certificate to the Palmerston Marlins U12 Girls softball team for their Provincial C Championship and to Coach Joel Martin who will receive the Ontario Amateur Softball Association 2018 Gil Read Coaches Honour Roll.

b. Blessings to You, 2018 Community Champion Award

Mayor Bridge presented Betty Hovingh and Linda Wright of Blessings-to-You a certificate congratulating them on winning the Children's Foundation of Guelph Wellington's Sandra Weaver Community Championship Award.

8. Public Question Period: None

9. Correspondence Received for Information or Requiring Direction of Council

- a. Township of Montague, Request for Consultation**
- b. Maitland Valley Conservation Authority, Council Correspondence Maitland Valley Conservation Authority Draft Cost Sharing Proposal**
- c. Township of North Perth, Notice of Public Meeting Proposed Zoning Bylaw Amendment**
- d. City of Hamilton, NAFTA - Dairy Supply Management Program**
- e. AMO, The Federal Gas Tax Fund 2017 Annual Report**
- f. County of Wellington, Mapping of a Natural Heritage System in the County of Wellington**

Deputy Mayor Faulkner asked that Item 9 b) Maitland Valley Conservation Authority email be discussed suggesting correspondence be sent MP John Nater and MPP Randy Pettapiece regarding funding for flood control work. Councillor Turton noted that he and Authority representatives meet with MPP Pettapiece on Friday and have already met with MP Nater.

MOTION: COW 2018-247

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT the Mayor write MP John Nater and MPP Randy Pettapiece asking the Federal and Provincial governments to fund new projects under the Provincial Water and Erosion Control Program to help municipalities undertake flood protection work in rural communities.

Carried

MOTION: COW 2018-248

Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Colwell
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- None

b. Committee Minutes for Approval – None

c. Staff Reports

1. Business and Economic Manager, Electronic Sign Usage Policy

The C.A.O. Clerk summarized the policy noting the maximum number of free messages for sign sponsors is proposed as 4 per week.

MOTION: COW 2018-249

Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Turton
THAT Council receives and accepts the Business and Economic Managers Policy for Electronic Sign Usage.

Carried

2. By-law Enforcement Officer, Municipal Parking Lot in Clifford

The By-law Enforcement Officer suggests 5 spaces be available in the Elora Street lot for apartment residents to rent from the Town as overnight winter parking as in Palmerston.

MOTION: COW 2018-250

Moved By: Councillor Turton; Seconded By: Councillor Anderson
THAT Council receives the By-law Enforcement Officers' October 16, 2018 report regarding the Municipal parking lot at 3 Elora St. South Clifford and considers amending Schedule D of By-law 5000-05 in open session to permit up to 5 spaces to be used for overnight parking at the same rate and terms as applies in Palmerston.

Carried

3. Building Assistant, Severance Application B87/18, B88/18 Lowe Street Palmerston

The Building Assistant noted changes to the applications since September 18 are supported by the County so that grading and drainage or rezoning conditions are not needed.

MOTION: COW 2018-251

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

THAT the Council recommends County of Wellington Land Division Committee approve Revised Severance Applications B87/18, and B88/18, Cherry C/O Dan Sinclair Severance Part Lots 50 & 51, w/s Queen St., Lot 52, e/s Lowe St. Palmerston, Town of Minto and that the following conditions be considered:

1. THAT the applicant satisfies all requirements of the Town of Minto, financial and otherwise which the Town may deem to be necessary for the proper and orderly development of the subject lands.
2. THAT the applicant be advised the Town of Minto will require payment of any applicable development charges at the time of issuance of a building permit respecting the lot(s) subject of the application at the rate established by Council applicable at time of issuance of the building permit.
3. THAT the applicant provide proof of payment from the Town of Minto that outstanding frontage charges for water, sanitary sewer, and or storm sewer where applicable and required by the Town for the severed lot(s) at the rate established by policy in place at the time of payment of the frontage charge (for reference only and subject to change, the rate applicable at the time of this decision is \$221.00 per metre lot frontage), and that the applicant is also advised this does not include paying the cost of lateral connections to any service which shall be payable to the Town at time of connection.
4. THAT the applicant obtains written confirmation from the Town of Minto Public Works Department that satisfactory access arrangements to the subject lands have been made including payment of applicable fees.
5. THAT the applicant satisfies the requirements of the Town of Minto in reference to Parkland Dedication as provided for in the Planning Act including where applicable paying cash-in-lieu of parkland in the amount of \$500 per lot or other specified in the applicable policy of the Town at the time of consent

Carried

4. Building Assistant, Severance Application B102/18 730 King Street Palmerston Building Assistant Brown noted a servicing agreement will be required as a condition of severance since there is no sewer or water on Young Street.

MOTION: COW 2018-252

Moved By: Councillor Turton; Seconded By: Councillor Dirksen

THAT the Council recommends County of Wellington Land Division Committee approve Severance Application B102-18, Lyles & Clark C/O Dan Sinclair Part Lot 17, Concession 10, 730 King St. Palmerston, Town of Minto and that the following conditions be considered:

1. THAT the applicant satisfies all requirements of the Town of Minto, financial and otherwise which the Town may deem to be necessary for the proper and orderly development of the subject lands.
2. THAT the applicant be advised the Town of Minto will require payment of any applicable development charges at the time of issuance of a building permit respecting the lot(s)

subject of the application at the rate established by Council applicable at time of issuance of the building permit.

3. THAT the applicant provide proof of payment from the Town of Minto that outstanding frontage charges for water, sanitary sewer, and or storm sewer where applicable and required by the Town for the severed lot(s) at the rate established by policy in place at the time of payment of the frontage charge (for reference only and subject to change, the rate applicable at the time of this decision is \$221.00 per metre lot frontage), and that the applicant is also advised this does not include paying the cost of lateral connections to any service which shall be payable to the Town at time of connection.
4. THAT the applicant obtains written confirmation from the Town of Minto Public Works Department that satisfactory access arrangements to the subject lands have been made including payment of applicable fees.
5. THAT the applicant satisfies the requirements of the Town of Minto in reference to Parkland Dedication as provided for in the Planning Act including where applicable paying cash-in-lieu of parkland in the amount of \$500 per lot or other specified in the applicable policy of the Town at the time of consent
6. THAT the applicant provide confirmation from the Town of Minto that servicing arrangements are made as required to provide for, among other matters, extensions of sanitary sewers, water, storm sewers, and surface water management and servicing agreement has to been signed and securities posted to the satisfaction of the Town prior to the issuance of a building permit.

Carried

5. Chief Building Official, September 2018 Permit Statistics

The Chief Building Official noted 174 permits issued in 2018 at \$28 million value including 42 residential units. In the last four years construction value exceeds \$100 million.

MOTION: COW 2018-253

Moved By: Councillor Turton; Seconded By: Councillor Elliott

THAT Council receive the Chief Building Officials September Permit Review for information.

Carried

6. C.A.O. Clerk, Service Extension and Connection Policy

The C.A.O. Clerk summarized the policy to standardize developer access to Town services noting the higher frontage fee for Clifford Elora Street is to recover recent pre-servicing costs.

MOTION: COW 2018-254

Moved By: Councillor Anderson; Seconded By: Councillor Colwell

THAT Council receives the C.A.O. Clerk's October 11, 2018 report Proposed Service and Connection Policy and approves the policy.

Carried

Councillor Colwell assumed the Chair

7. Treasurer, 2017 Development Charges Reserve Funds

Treasurer Duff reviewed the report noting development charges can only be used for growth related projects.

MOTION: COW 2018-255

Moved By: Councillor Elliott; Seconded By: Councillor Dirksen

THAT Council receives the Treasurer's Report dated October 9, 2018 and accepts the Treasurer's declaration that the Town is in compliance with Section 59.1 (1) of the Development Charges Act, 1997, and that the report and related attachments be posted on the Town's website.

Carried

8. Treasurer, 2017 Parkland Charges Reserve Funds

Treasurer Duff reviewed his report for Council which is a recent Provincial requirement.

MOTION: COW 2018-256

Moved By: Deputy Mayor Faulkner; Seconded By: Mayor Bridge

THAT Council receives the Treasurer's Report dated October 9, 2018 and associated financial statement regarding Parkland Reserve Fund as required by Provincial Legislation for information only.

Carried

9. Treasurer, Approval of Accounts

Treasurer advised payments included debt servicing, Palmerston ice re-surfacer, arena painting and electrical, community sign in Palmerston, and Clifford Elora Street construction.

MOTION: COW 2018-257

Moved By: Mayor Bridge; Seconded By: Councillor Turton

THAT Council receives the Treasurer's report regarding Approval of Accounts, and approves accounts by Department for October 12, 2018 as follows:

Administration \$329,880.47, Building \$11,457.25, Economic Development \$33,500.06, Incubator \$512.72, Fire \$12,405.81, Drains \$142,958.00, Roads \$973,302.94, Waste Water \$19,737.60, Streetlights \$12,587.93, Water \$11,161.94, Town Landscaping Care \$16.94, Recreation \$8,374.45, Clifford \$8,348.90, Harriston \$21,413.18, Palmerston\$ 101,512.88, Norgan \$3,988.76 for a total of \$1,691,159.83

Carried

Mayor Bridge reassumed the Chair

d. Other Business Disclosed as Additional Items

Councillor Anderson wished everyone good luck during the election.

Councillor Dirksen advised of the Radiothon is this Saturday for Palmerston District Hospital to raise funds for a digital x-ray machine.

Councillor Elliott and Councillor Colwell encouraged the electors to take the time and effort to vote in next Monday's municipal election.

Councillor Turton noted Cool Cones were put away for the year and thanked those involved in this initiative. He will miss the final Council meeting this term as he is away on his 40th Anniversary. He thanked Councillor Colwell and Deputy Mayor Faulkner for their service.

Deputy Mayor Faulkner wished Councillor Turton the best as Deputy Mayor next term. He noted Minto Fire's Harriston Christmas parade is November 17th 7 pm. Santa will be at the fire hall after and donations to the Foodbank are accepted.

Mayor Bridge advised he attended with Palmerston Lion's the Architectural Conservancy of Ontario Annual Heritage Awards. The Lions Park and Railway Museum finished second. He thanked all the volunteers for their efforts at the park and museum over the years.

11. Motion to Return To Regular Council

RESOLUTION 2018-202

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 2018-203

Moved By: Councillor Dirksen; 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. 2018-81, to Amend Schedule D to Parking By-law 5000-05

RESOLUTION 2018-204

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

THAT By-law 2018-81; For the purpose of amending Schedule D of Parking By-law 5000-05; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

b. 2018-82, Confirming Proceedings of October 16, 2018 Committee of the Whole/Council Meeting

RESOLUTION 2018-205

Moved By: Councillor Anderson; Seconded By: Councillor Colwell

To confirm actions of the Council of the Corporation of the Town of Minto Respecting a meeting held October 16, 2018

Carried

15. Adjournment at 8:02 p.m

RESOLUTION 2018-206

Moved By: Councillor Elliott; 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