

Council Present:

Mayor George Bridge
Deputy Mayor Terry Fisk
Councillor Turton
Councillor Colwell
Councillor Elliott
Councillor Faulkner

Council Absent:

Councillor Hembly

Staff Present:

Bill Winegard, Deputy Clerk
Gordon Duff, Treasurer
Terry Kuipers, Chief Building Official
Annilene McRobb, Clerical/Financial Assistant/Recording Secretary

Staff Absent:

Peg Schieck, Clerical Assistant

CALL TO ORDER

Mayor Bridge called the meeting to order at 6:00 p.m.

**DISCLOSURE OF PECUNIARY INTEREST UNDER THE MUNICIPAL
CONFLICT OF INTEREST ACT**

Deputy Mayor Terry Fisk disclosed a pecuniary interest in regards to agenda item 8.2.

MOTION TO GO INTO CLOSED SESSION

RESOLUTION: #126/11

Moved by T. Fisk

Seconded by: M. Colwell

THAT the Council of the Corporation of the Town of Minto "*Close to the Public*" to discuss the following;

- The security of the property of the municipality or local board;
- A proposed of pending acquisition or disposition of land by the municipality or local board;
- Advice that is subject to solicitor-client privilege, including communication necessary for that purpose.
- Personal matters about an identifiable individual.

CARRIED

MOTION TO RECONVENE IN OPEN SESSION

RESOLUTION # 127/11

Moved by: D. Turton

Seconded by: M. Colwell

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

CARRIED

Mayor Bridge called the meeting to order and asked that we take a moment of silence to remember and reflect on the tragic events in our neighbouring community last week.

PUBLIC MEETING 7:00 p.m.

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The first public meeting was held to hear application by Rob Dowling to amend the Town of Minto Comprehensive Zoning By-law No. 01-86.

The subject land is described as Lots 7 & 8 Concession 1, Town of Minto, and is municipally known as 6560 Wellington Road 123.

The purpose and effect of the amendment is to permit the following additional uses on the industrial zoned property: recreational vehicle (RV) sales/repair, minor car/truck sales and repair.

Deputy Clerk Bill Winegard advised Council that notice of the public meeting was mailed to property owners within 400 feet of the subject property and applicable agencies on March 1, 2011. A copy of the public meeting notice was posted at the subject property. Five pieces of correspondence were received as follows:

- 1) Norm Fisk, Director of Public Services -concern for neighbouring west side neighbour brought forth concern to Norm regarding lot grading
- 2) Chris Harrow, Minto Fire Chief-no comment
- 3) Terry Kuipers, Chief Building Official-no comment
- 4) Ministry of Transportation (MTO)- received letter dated March 15th, 2011.
- 5) Mark Van Patte,r County of Wellington Senior Planner comments dated March 16, 2011

Deputy Mayor Fisk clarified his request of staff to review the tile drainage inspection fee, to ensure that the Town is providing the service at a cost recovery fee.

Mark Van Patter was in attendance and provided the following comments.

The Industrial Park in Harriston is zoned for industrial, but we can create an industrial exception zone to permit the applicant's highway commercial request. Since the area is designated Industrial in the Official Plan, it should be kept in a industrial type zone. The Council passed a Site Plan Control By-law in 2006, but the applicant must submit and have approved a detailed site plan including layout with dimensions, scale of the use, storm water management, display areas, landscaping parking etc, prior to being issued a building permit.

In regards to landscaping versus display area, the current zoning would require that RV's trailers would need to meet the minimum setback of 7.6 metres (24.9 feet) for both the front and exterior side yards. The applicants sketch show a set back of 3.05 metres (10 feet) that is to be used as a planting strip. In my opinion 3.05 metres should be sufficient for the planting strip. It will allow for more display area as well. This has been built into the draft by-law. Also stated in the draft by-law is that the display area may exceed 40% of the total lot area, the maximum permitted in the Industrial zone.

Chairman Bridge asked the property owner if there were any additional comments.
None

Chairman Bridge asked if anyone wished to comment in favour of the proposed amendment. None

Chairman Bridge asked if anyone wished to comment in opposition of the proposed amendment. None

Chairman Bridge asked if there were any further questions from Council regarding the proposed zoning by-law amendment.

Councillor Colwell brought forth a concern regarding water in the back.
Van Patter stated those issues with will have to be worked out with storm water management.

Councillor Faulkner asked what the slope of the property is.
Van Patter stated it looks fairly flat

Deputy Mayor Fisk noted that Minto car/truck sales and repairs should read minor car/truck sales repair.

Chairman Bridge stated that if you wish to be notified of the decision of the Council of the Town of Minto in respect of the proposed Zoning By-law Amendment application, you must make a written request to the Deputy Clerk of the Town of Minto.

Chairman Bridge asked if there were any further questions regarding the proposed zoning by-law amendment.
With no further comments forthcoming, the Chairman adjourned the First Public Meeting at 7:19 pm.

The second public meeting was held to hear application by Wellingdale Construction to amend the Town of Minto Comprehensive Zoning By-law No. 01-86.

The subject land is described as Part Lots 84 and 85, Concession C and has frontage on Elora Street North, Harriston.

The purpose and effect of the amendment is to rezone the subject lands to Residential. The parcel is also subject consent applications B35/22 and B36/11 to create two residential.

Deputy Clerk Bill Winegard indicated that notice of the public meeting was mailed to property owners within 400 feet of the subject property and applicable agencies on March 1, 2011. A copy of the public meeting notice was posted at the subject property. Six piece of written correspondence received:

- 1) Norm Fisk Director of Public Services-comments regarding the fact that neither lot is serviced with Water or Sewer. Storm Sewers are located at the edge of Highway 9 (Elora St).
- 2) Chris Harrow, Minto Fire Chief-no concerns
- 3) Terry Kuipers, Chief Building Official- no concerns
- 4) Mac Kinnon & Associates, on behalf of the Wellington Catholic District School Board-no objections.
- 5) Keith Clyne, resident of Minto- would like to be notified of any passing of By-laws regarding this property.
- 6) Mark Van Patter, County of Wellington Senior Planner-comments dated March 16, 2011.

Mark Van Patter was in attendance and provided the following comments.

This property is currently unzoned due to the fact that it was a former rail line, so the property will have to be zoned as residential.

There are two severances pending on this property, proposed at 8685 sq ft and 8824 sq feet. It is recommended that Council does not give approval to the rezoning until the severances have been granted provisional consent from the County. The related severance applications are to be heard by the County Land Division Committee on April 14th, 2011.

We recommend that approval not be given to the rezoning until the applicant has submitted an MOEE acknowledged Record of Site Condition, to provide evidence that the site is not contaminated and no remediation is required or that required site remediation has taken place.

Chairman Bridge asked the property owner if there were any additional comments.
None

Chairman Bridge asked if anyone wished to comment in favour of the proposed amendment. None

Chairman Bridge asked if anyone wished to comment in opposition of the proposed amendment. None

Chairman Bridge asked if there were any further questions from Council regarding the proposed zoning by-law amendment. None

Chairman Bridge stated that if you wish to be notified of the decision of the Council of the Town of Minto in respect of the proposed Zoning By-law Amendment application, you must make a written request to the Deputy Clerk of the Town of Minto.

Chairman Bridge asked if there were any further questions regarding the proposed zoning by-law amendment.

With no further comments forthcoming, the Chairman adjourned the Second Public Meeting at 7:36 pm.

The third public meeting was held to hear application by the Town of Minto to amend the Town of Minto Comprehensive Zoning By-law No. 01-86.

The proposed amendment is a general amendment to the zoning by-law and will affect all properties located in the Town of Minto

The purpose and effect of the amendment are of a general, housekeeping nature that correct errors or make improvements to the by-law. Consideration will be given to making the following changes:

- a. Reference to the County of Wellington in the definition of “public building” [Section 5.184]
- b. Specifying yard setbacks for accessory uses in additional zones [Section 6.1.2 (b) & (c)]
- c. Increasing the permitted size of accessory buildings on smaller lots [Section 6.1.4]
- d. Deleting the reference to hobby barn size of 300 sq. ft. [Section 8.3.2(a)]
- e. Permitting accessory uses, buildings and structures on small rural lots [Section 8.5.2]

Providing accessory residential regulations for Highway Commercial zone[Section17]

Deputy Clerk Bill Winegard noted that the notice of the public meeting was mailed to applicable agencies on March 1, 2011. A copy of the public meeting notice was posted at the subject property. Six pieces of correspondence was received:

- 1) Norm Fisk Director of Public Services-no comment,
- 2) Terry Kuipers Chief Building Official-no comment,
- 3) Chris Harrow Minto Fire Chief-no comment
- 4) Ministry of Transportation (MTO) comments received on March 18th, 2011)
- 5) Saugeen Conservation Authority no objections
- 6) Mark Van Patter, County of Wellington Senior Planner comments dated March 16, 2011.

Mark Van Patter was in attendance and provided the following comments.
The purpose of this by-law is to correct errors or improve the Comprehensive Zoning By-law 01-86.

MTO provided sever suggested changes to the zoning by-law. I have included some of the changes that I felt appropriate in the draft amendment. Some of the suggestions should not be considered at this point, because they were clearly not included in the Notice of Public Meeting. However, the Town could consider these suggestions in a subsequent housekeeping by-law.

The amendments made applies to whole Town of Minto.

The definition of Public Building does not include the County of Wellington and this is to be added to correct this oversight.

Yard setbacks do not currently have specified setbacks for accessory uses in some zones. This is being clarified.

There is a correction made to add accessory uses, buildings and structures as a permitted use on small rural lots to correct an oversight.

There is also a correction to add accessory residential regulations for highway commercial zone, as there are no regulations at present.

Chairman Bridge asked the property owner if there were any additional comments.
None

Chairman Bridge asked if anyone wished to comment in favour of the proposed amendment. None

Chairman Bridge asked if anyone wished to comment in opposition of the proposed amendment. None

Chairman Bridge asked if there were any further questions from Council regarding the proposed zoning by-law amendment.

Councillor Turton asked if we should disregard the MTO's letter.

Mr. Van Patter replied that some suggestions made by the MTO cannot be included as they go beyond the public notice. They may be considered at a later date in a future housekeeping by-law. Some of there suggestions have been adopted in the draft amendment. Their letter should be kept on file for any changes made at a later date concerning the comments made.

Chairman Bridge stated that if you wish to be notified of the decision of the Council of the Town of Minto in respect of the proposed Zoning By-law Amendment application, you must make a written request to the Deputy Clerk of the Town of Minto.

Chairman Bridge asked if there were any further questions regarding the proposed zoning by-law amendment.

With no further comments forthcoming, the Chairman adjourned the Third Public Meeting at 7:48 pm.

DELEGATIONS

Inspector R. Scott Smith, Wellington County O.P.P., addressed policing concerns within the Town of Minto. Inspector Smith noted that there is a County wide-reduction in crime. Cost. Todd Pridham is the liaison for new group COPS and they are currently working on activities for youth.

Inspector Smith is encouraging people to lock up their property. Councillor Colwell is a part of COPS and announced that there is a link on the Town of Minto website to take survey for the COPS committee to make Minto a safer place.

Council questioned Inspector Smith on speeding issues on Elora Street within Harriston in the downtown core. Smith stated that there is the appearance of speeding, especially around the street light as the traffic is cresting a hill.

Glen Hall, Minto Chamber of Commerce; highlighted their latest activities and outlined the business achievement award plans for 2011. Mr. Hall invited council to nominate a business in the area for any of the four awards, between now and April 22, 2011. Mr. Hall highlighted the new award from the Chamber for a lifetime achievement award. An invitation was extended to Council members, staff and members of the Public to attend the awards on May 12th at Pike Lake.

ADDITIONS TO THE AGENDA

None.

MINUTES OF PREVIOUS MEETINGS

RESOLUTION # 128/11

Moved by: R. Elliott

Seconded by: R. Faulkner

THAT the minutes of the following meetings be adopted as presented;

Council February 15

Committee of the Whole March 9

Economic Development & Planning March 3

CARRIED

Business Arising

Deputy Mayor Terry Fisk disclosed a pecuniary interest in regards to agenda item 8.2 due to a family interest and did not participate in the discussion and or the subsequent vote.

RESOLUTION #129/11

Moved by: R. Faulkner

Seconded by: R. Elliott

THAT:

The Council of the Corporation of the Town of Minto appoints Bob Mc Eachern, Michael Holzworth, Krista Fisk and Luke Hartung as representatives to the Minto Farmers' Market for the Palmerston location;

AND FURTHER THAT

Jake Tyson, Lynn Philp, Jennifer Hall and Caitlin Hall be appointed as representatives to the Minto Farmers' Market for the Harriston location;

AND FURTHER THAT

The Appointment By-law Schedule A is updated to reflect these appointments.

CARRIED

CURRENT BUSINESS

Report C11-07 Town of Minto procedural By-law

Mayor Bridge stated that comments or questions from members of Council or anyone in the audience who wishes to speak or representation may do so at this time.

RESOLUTION # 130/11

Moved by: R. Elliott

Seconded by: R. Faulkner

THAT:

Report No. C11-07, Town of Minto Procedural By-law be adopted as presented.

CARRIED

RESOLUTION # 131/11

Moved by: D. Turton

Seconded by: T. Fisk

THAT:

The Council of the Corporation of the Town of Minto appoint Councillor Mary-Lou Colwell as the representative to the Early Learning Centre for the term from March 22, 2011 to December 31, 2014;

AND FURTHER THAT

Schedule A of the Appointment By-law be updated.

CARRIED

RESOLUTION # 132/11

Moved by: M. Colwell

Seconded by: D. Turton

THAT:

The Council of the Corporation of the Town of Minto amend the April 19th, 2011 Council meeting to a starting time of 7:30 p.m.;

AND FURTHER THAT

Notice of this change is posted on the Town of Minto website.

CARRIED

Fees and Charges By-law Schedule K Planning

Mayor Bridge stated that comments or questions from members of Council or anyone in the audience who wishes to speak or make representation relative to the fees and charges by-law amendment may do so at this time.

Councillor Faulkner asked for clarification that this By-law had been deferred last meeting in order to be posted in the newspaper. Bill Winegard stated that it was and that it had been publicized prior to this meeting.

RESOLUTION # 133/11

Moved by: T. Fisk

Seconded by: R. Elliott

THAT:

The Council of the Corporation of the Town of Minto direct staff to prepare a By-law to amend the existing Fees and Charges By-law 02-79 to include Schedule K (Planning Fees and Charges);

AND FURTHER THAT

Upon the passing of the By-law to amend the existing Fees and Charges By-law, the Council of the Town of Minto direct staff to collect fees and deposits on active planning service request for disbursements which occur after the date of passing of the By-law.

CARRIED

RESOLUTION # 134/11

Moved by: R. Faulkner

Seconded by: R. Elliott

THAT:

Report No. BB 2011-03 Building Summary 2011 be received for information.

CARRIED

RESOLUTION # 135/11

Moved by: M. Colwell

Seconded by: D. Turton

THAT:

The Council of the Corporation of the Town of Minto approve a maximum of \$445,000. allocated to the Town of Minto by the province to be used for the following;

1. By the province will be used for the specific connecting link capital improvements on Highway 9 Clifford, Coon Creek Bridge Repairs.

2. That a final project summary report detailing expenditures, use of provincial funding, and outcomes achieved shall be attested by the Chief Administrative Officer and submitted to the Ministry. In addition the Ministry may request an independent audit of the projects.
3. Any funds intended for these projects that are not used in accordance with Ministry Connecting Link guidelines of the terms outlined above will be returned to the Ministry.
4. Completion of Project: Funds not expended by March 31, 2013 will be returned to the province.

CARRIED

Dave Stinson made a verbal presentation regarding the Town of Minto Integrated Community Sustainability Plan and welcomed questions from council. Council asked Mr. Stinson about solar panels in our community and the impact these may have. Mr. Stinson informed council that he reviewed our documents and flagged issues that were problematic.

RESOLUTION # 136/11

Moved by: R. Elliott

Seconded by: R. Faulkner

THAT:

The Council of the Corporation of the Town of Minto adopt the Integrated Community Sustainability Plan for purposes of meeting the requirements under Section 8.2 of the Municipal Funding Agreement between the Association of Municipalities of Ontario and the Corporation of the Town of Minto dated January 10, 2006.

CARRIED

RESOLUTION # 137/11

Moved by: D. Turton

Seconded by: M. Colwell

THAT:

The Council of the Corporation of the Town of Minto approve the 2010 Annual & Summary Reports for the Town of Minto Drinking Water Systems, including Clifford Drinking Water System, Harriston Drinking Water System, Palmerston Drinking Water System and Minto Pines Drinking Water System.

CARRIED

RESOLUTION # 138/11

Moved by: T. Fisk

Seconded by: R. Faulkner

THAT:

The Council correspondence be received for information.

CARRIED

Deputy Mayor Fisk spoke to council regarding the Agenda item 10.2, correspondence from the Maitland Conservation Foundation and encouraged council members to purchase a table for eight individuals for \$350.00. Deputy Fisk also has tickets for sale for the General Public.

RESOLUTION # 139/11

Moved by: R. Faulkner
Seconded by: R. Elliott

THAT:

By-law No. 2011-37; being a By-law to amend the Fees and Charges By-law Planning Schedule K; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

CARRIED

Questions were raised by council regarding the Procedural By-law. Deputy Clerk Bill Winegard and Jane Stellar clarified any concerns raised.

RESOLUTION # 140/11

Moved by: R. Elliott
Seconded by: T. Fisk

THAT:

By-law No. 2011-36; being a By-law to provide for the Rules of Order and Procedure for the Municipal Council of the Town of Minto; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

CARRIED

BY-LAWS

RESOLUTION # 141/11

Moved by: M. Colwell
Seconded by: D. Turton

THAT:

By-law No. 2011-38; being a By-law to adopt the estimates of all sums required during 2011 for purposes of the Municipality; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

CARRIED

BY-LAWS

RESOLUTION # 142/11

Moved by: D. Turton
Seconded by: T. Fisk

THAT:

By-law No. 2011-40; being a By-law to amend Zoning By-law Number 01-86 for the Town of Minto; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

CARRIED

NOTICE OF MOTION

NEW BUSINESS/ANNOUNCEMENTS

Dave Turton spoke regarding the water audit that took place in Minto on March 21 and 22, 2011. DWQMS auditor James Mc Larty very positive and Councillor Turton would like to commend the team for all of their work. Mr. Mc Larty has done several audits and stated that the Town of Minto is one of the best. Minor items to conform to and once these items have been completed Mr. Mc Larty will pass on recommendations for our water licensing.

Councillor Colwell noted that By-law 141-11 was the passing of the Town of Minto budget and thanked Treasurer Duff and his team for all of their work.

Terry Fisk attend Maitland Valley Conservation Authority meeting and that felt that Council should all be commended for making the difficult decision on the Harriston Trailer Park issue.

MOTION TO GO INTO CLOSED SESSION

RESOLUTION # 143/11

Moved by: R. Faulkner

Seconded by: R. Elliott

THAT the Council of the Corporation of the Town of Minto "Closed to the Public" to discuss the following;

- Personal matters about an identifiable individual, including municipal or local board employees;

CARRIED

MOTION TO RECONVENE IN OPEN SESSION

RESOLUTION # 144/11

Moved by: M. Colwell

Seconded by: D. Turton

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

CARRIED

BUSINESS ARISING FROM CLOSED SESSION

RESOLUTION #145/11

Moved by: D. Turton

Seconded by: T. Fisk

THAT the Town of Minto staff follow through with items as directed by Council in
Closed Session;

AND FURTHER THAT

follow-up be provided back to Council by the staff person, and in written format where
possible, at an upcoming Closed Session.

CARRIED

CONFIRMATORY BY-LAW

RESOLUTION: # 146/11

Moved by: M. Colwell

Seconded by: D. Turton

THAT:

By-law 2011-41; to Confirm the Proceedings of Council at its Council meeting held on
March 22, 2011; be introduced and read a first, second, third time and passed in open
Council and sealed with the seal of the Corporation.

CARRIED

ADJOURNMENT

RESOLUTION # 147/11

Moved by: T. Fisk

Seconded by: M. Colwell

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

CARRIED