



Minutes
Committee of the Whole
Wednesday June 8, 2011
3:00 PM. Council Chambers

Council Present:

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

Staff Present:

Bill White, CAO/Clerk
Gordon Duff, Treasurer
Terry Kuipers, Chief Building Official
Chris Harrow, Fire Chief
Matthew Lubbers, Recreation Coordinator
Al Carr, Facilities Manager
Norm Fisk, Director of Public Service
Belinda Wick-Graham, Business Economy Manager
Peg Schieck, Clerk's Assistant/Recording Secretary

1. **Call to Order** - 3:00p.m.
2. **Disclosure of Pecuniary Interest under the Municipal Conflict of Interest Act**

Mayor Bridge and Deputy Mayor declared a conflict with agenda item 5 c) 2).

3. **Additions to the Agenda**

4. **Delegation**

- a) **Roger Cook, Manager of Transit Services; Saugeen Mobility & Regional Transit**

Mr. Cook explained the services Saugeen Mobility provide and areas covered in Grey and Bruce counties. Municipalities, community groups, user fees and the Town of Hanover Gas Tax Reserve Account fund the operating and capital costs of the service.

Committee directed staff to discuss program and services with Saugeen Mobility & Regional Transit and to report back to Council.

Fire Chief Chris Harrow arrived at 3:15 p.m.

5. Committees

a) Committee of Adjustment

Minor Variance, Public Hearing for Application A1-11 Karen & Alex Goddard, Part Lots 10 & 11, Morison's Survey, 215 Albert Street, Palmerston

CAO/Clerk White advised that a minor variance on front yard setback was requested to permit conversion of the front porch into enclosed living space. Notice of the public hearing was mailed to property owners within 200 feet (60 metres) of the subject property and applicable agencies June 1st, and posted on the subject property by the Chief Building Official. The following correspondence was summarized:

- Minto Fire Chief & Director of Public Services, no comments
- Chief Building Official supported the application
- County Planner commented the variance was minor, desirable for the appropriate development of the lands, and maintained the intent of the Official Plan and Zoning By-law.

Chair Bridge asked if the property owner had any additional comments. Karen Goddard was in attendance. No questions were asked of the Committee.

Chief Building Official Kuipers noted that he attended the subject property and confirmed enclosing the front porch would not impede views when exiting the driveway on the subject property or adjacent properties.

Chair Bridge asked if there were comments in opposition to the proposed amendment. Chair Bridge asked that anyone wishing to receive a copy of the Notice of the Decision sign the Request for Notice prior to leaving the Council Chambers following the meeting.

RESOLUTION #226/11

Moved by: R. Elliot

Seconded by: R. Hembly

THAT The Committee of Adjustment approves the application for a Minor Variance (applicants Alex & Karen Goddard) for property at 215 Albert Street, Part Lots 10 & 11, Morison's Survey, former Town of Palmerston, Town of Minto, to permit the enclosure of the existing legal non-comply covered porch located approximately 2.97m (9'-9") from the front property line on the subject property, whereas Section 12.2.1.3 of the Corporation of the Town of Minto's Comprehensive Zoning By-law 01-86, as amended, requires a minimum front yard setback of 7.6m (24.9') to an enclosed porch on the subject property.

Carried

With no further comments, the Public Hearing was adjourned. CAO/Clerk White asked Committee members to sign the Notice of Decision if in favour of the application.

b) Public Works

i) Tar & Chip Surface Treatment Tender

Director of Public Services Fisk recommended awarding the Tar & Chip Surface Treatment Tender to MSO Construction for \$13,950.00 per kilometer (taxes included). Fisk noted that this company has completed surface treatment in Minto for the past ten years. Council will consider a formal motion in Council session to award the tender.

ii) Street Lights for Main St., Palmerston

MOTION: COW-015-2011

Moved by: D. Turton

Seconded by: R. Faulkner

That agenda item 5 b) ii) regarding quote for street lights in Palmerston be deferred.

Carried

iii) Three way stop at Walker and Queen Street, Palmerston

Director of Public Services Fisk noted that traffic coming into Palmerston on Queen Street South doesn't always adhere to the posted speed limit. Neighbouring land owners have signed a petition requesting a three-way stop be posted at Queen Street and Walker Street, as there are no sidewalks in this area. Committee discussed sidewalk construction and maintenance policies.

MOTION: COW-016-2011

Moved by: M. Colwell

Seconded by: D. Turton

THAT The Town of Minto Public Works Director review and proceed with a three way stop at the intersection of Walker Street and Queen Street , Palmerston if appropriate.

Carried

iv) 12th Line and Pike Lake Road Speed Reduction Verbal Report

Director of Public Services Fisk advised Committee that Scott and Amy Parker had initiated a petition with 25 signatures, to reduce the speed limit on the 12th Line. He noted many large trucks from CBM and Murray Group use this road. The Town posted for stop signs ahead to slow traffic. Fisk has been in contact with the O.P.P. who was not in favour of the reduced speed limit extension.

Councillor Faulkner asked if the Town has traffic counting equipment. Direction was given to staff to further investigate and report back to Council.

v) Highway 9 Construction Report-

CAO/Clerk White reviewed the report regarding Highway 9 reconstruction status after meeting with the Mayor and Mr. Bruno Schickedanz. Preliminary cost, including a new intersection leading into the Gray and Schickedanz subdivisions, was \$1.3 million including engineering and contingencies. Town budget of \$400,000 will not cover the project unless all benefitting developers contribute, or the project is scaled back. A meeting will be set up to discuss a cost sharing agreement between the Town and benefitting landowners. White advised that it was important to keep moving forward on the project to make use of the connecting link funds. Director of Public Services Fisk noted that Tim Horton's benefits from the reconstruction as well.

MOTION: COW-017-2011

Moved by: T. Fisk

Seconded by: R. Elliott

Direct staff to continue discussions with benefitting developers and landowners to reach an agreement on a fair allocation of costs and project scale.

Carried

vi) Showcasing Water Innovation Funding Report

Treasurer Duff advised Committee of the Showcase Water Innovation (SWI) Grant opportunity. Currently only 75 of 2100 Minto water customers are billed through a water meter. The estimated cost to install meters for remaining customers is \$800,000. The SWI project covers 50% of project costs that demonstrate innovative conservation techniques. With a due date of June 24th, 2011 the Town would rely on its current meter supplier to submit the application. If approved Council could decide if it wished to accept the grant and would have until March 2014 to spend the funds.

Council discussed opinions in the community about water meters and confirmed that even if the grant is awarded the Town could choose not to proceed.

MOTION: COW-018-2011

Moved by: R. Hembly

Seconded by: T. Fisk

That Committee of the Whole direct staff to submit an application under the Showcase Water Innovation funding program in partnership with Neptune Technology Group subject to confirmation that Council can reconsider if matching funding is not available.

Carried

c) Fire and Emergency Measures

i) Chalmers Propane Report

Minto Fire Chief Harrow advised that Ontario Regulations now require Propane Operators to submit Risk & Safety Management Plans to their local fire departments for approval of the fire protection and emergency response section.

MOTION: COW-019-2011

Moved by: R. Faulkner

Seconded by: D. Turton

The Committee of the Whole authorize the Town of Minto Fire Chief to sign and approve the Chalmers Fuel Risk and Safety Management Plan, as it met all necessary requirements for fire safety, fire protection and emergency preparedness.

Carried

Mayor Bridge and Deputy Mayor Fisk left the Council Chambers having declared a conflict of interest regarding item 5(c) ii). Councillor Turton assumed the Chair.

ii) Clifford & Palmerston Fire Halls Light Retrofit Report

Minto Fire Chief Harrow highlighted previous assistance with Lite Saver in achieving grants to assist with lighting upgrades in Minto facilities in previous years. Successful grant application could recover fifty percent of the cost for each fire hall.

Councillor Faulkner inquired as to only using one provider is the Town violating the purchasing by-law. Treasurer Duff explained that the amount was less than \$25,000 so a tender was not mandatory, the supplier was continuing with contracted work, and that the Town benefitted from using this supplier in this case.

MOTION: COW-020-2011

Moved by: M. Colwell

Seconded by: R. Faulkner

That Committee of the Whole approves Lite Saver being contracted to provide energy efficient lighting upgrades to the Clifford and Palmerston Fire Halls.

Carried

Mayor Bridge and Deputy Mayor Fisk returned to Council Chambers. Mayor Bridge assumed the Chair.

d) Finance

i) CN Lands Ad Hoc Committee Minutes

MOTION: COW-021-2011

Moved by: D. Turton

Seconded by: R. Hembly

That the minutes of the Palmerston CN Lands Rehabilitation Ad Hoc Committee Monday May 16th be approved as presented.

Carried

ii) CN Lands Ad Hoc Committee recommendation

Committee discussed the recommendation regarding building a shed for the Jigger.

MOTION: COW-022-2011

Moved by: D. Turton

Seconded by: R. Faulkner

That Committee of the Whole defer the Palmerston CN Lands Rehabilitation Ad Hoc Committee recommendation regarding constructing a shed for the Jigger.

Carried

iii) Tile Drainage Borrowing

Treasurer Duff advised the limit for tile drainage borrowing had been reached so a by-law was required to increase the amount to \$750,000. Council asked about inspection fees and Treasurer Duff noted that local municipal inspection fees are between \$50 to \$150 so the Town's \$100 fee was appropriate.

MOTION: COW-023-2011

Moved by: T. Fisk

Seconded by: R. Faulkner

That the Treasurer's report regarding the Tile Drainage Borrowing limit is received and that Council considers the Tile Drainage Borrowing By-law in its regular session.

Carried

e) Recreation

i) PRACC Minutes

MOTION: COW-024-2011

Moved by: R. Faulkner

Seconded by: M. Colwell

That the minutes of the Parks and Recreation Advisory Committee held Monday May 30th, 2011 be approved as presented.

Carried

1. Energy Project on Arena Rooftops Delegations

A) OYA Solar; Chris Uszynski & Rob Taves highlighted their written report regarding the process for installing rooftop solar units, projected revenue to the Town and answered questions. They requested an answer within the next ten days if the Town was interested. Committee thanked OYA Solar for their presentation.

B) KW Power Logics: Bill King provided a power point presentation which outlined partnership benefits, their clients and reasons to select his company for a rooftop solar installation. Chair Bridge thanked Mr. King for his presentation.

CAO-Clerk White advised that both companies should submit final terms to the Town. Staff could review the proposals for next Council and if the Town was interested one of the two companies would be selected to proceed with feasibility analysis. Council discussed the status of the facility roofs, fire protection concerns and timing for a Town commitment. This would not occur until a lease agreement was signed with the selected company. Council would make the final decision on lease terms.

2. Donation Request Victim Services

Matthew Lubbers, Recreation Services Manager explained that in 2010 Victim Services sponsored arena board ads in three arenas. Their marketing funds are discontinued in 2011 so their request is the Town allows their board ads to remain with the annual charge waived. The new donation policy requires PRAC review the request and make a recommendation to Council. Lubbers stated that if the board ad space was sold then the Victim Services sign would be relocated.

MOTION: COW-025-2011

Moved by: M. Colwell

Seconded by: R. Hembly

That Committee of the Whole approves the recommendation of the Parks and Recreation Advisory Committee to grant the donation request from Victim Services for arena board advertisement in all three municipal arenas in the amount of \$675.00 each, subject to the board ad being relocated if the same spaces is sold.

Carried

3. Norgan Theatre Board M.O.U.

Lubbers reviewed changes to the Memorandum including providing for one Council Member on the Board and reducing Town staff from two to one non-voting member. Council discussed the need for the changes, noting there are many volunteers and the Theatre is managed well.

MOTION: COW-026-2011

Moved by: R. Elliott

Seconded by: D. Turton

That Committee of the Whole approves the recommendation from Parks and Recreation Committee to amend the Memorandum of Understanding between the Norgan Theatre Board and the Town of Minto as presented.

Carried

ii) Palmerston Arena Condenser Replacement Tender

Al Carr, Facilities Manager explained his recommendation that the Palmerston Arena condenser replacement be awarded to Jim Doig. Deputy Mayor Fisk commented that it was wonderful to keep qualified business within the community.

MOTION: COW-027-2011

Moved by: M. Colwell

Seconded by: D. Turton

That Committee of the Whole Award approves awarding the tender for the replacement of the Palmerston Arena condenser to Jim Doig at a price of \$43,279 .00 including taxes.

Carried

f) Building/Enforcement

i) Giant Hogweed Report

Chief Building Official Terry Kuipers noted that Minto experiences problems with hogweed on private and municipal properties. Wellington County has deemed it as noxious weed as leaf and stem sap can cause skin burns and blindness if contacting the eyes. Control and eradication of noxious weeds is a requirement of the Weed Control Act, and the Town's Property Standards By-law. He noted some plants have been knocked down this year, but hogweed thrives in the cool damp weather conditions this year. Committee asked if there could be a press release to convey the message to the public, and thanked the CBO for the information.

g) Economic Development

i) Tannery Park Verbal Report

The Director of Public Services advised that Triton Engineering had redesigned the deck structure at the entrance to the Tannery Park so that it would be flush with the municipal sidewalk. Public access will be to the middle of the deck with planters either

side. Kinsmen Club and Horticulture Society are partnering in the project. A specification will be prepared to proceed with work as soon as possible.

6. Reports

i) Source Water Protection Assessment Report

CAO/Clerk White reviewed the report on this Provincial initiative. The terms of reference and assessment reports are done, and the Source Protection Plan is due 2012. Maps of four Town water sources show medium to low risk for wellhead contamination. Restrictive policies in the Plan could impact development in the urban areas in Clifford, Harriston and Palmerston. Minto Pines is also included in the Assessment. Council asked to be kept informed as policies are produced.

7. Motion to Convene into Council

RESOLUTION # 227/11

Moved by: R. Elliott

Seconded by: R. Faulkner

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

Carried

i) Motion to ratify recommendations of Committee of the Whole.

RESOLUTION # 228/11

Moved by: M. Colwell

Seconded by: D. Turton

THAT The Council of the Corporation of the Town of Minto ratifies the recommendations as approved by the Committee of the Whole.

Carried

ii) Award Tender Tar & Chip

RESOLUTION # 229/11

Moved by: D. Turton

Seconded by: M. Colwell

THAT The Council of the Corporation of the Town of Minto award the Tar & Chip Surface Treatment Tender to MSO Construction for \$13,950.00 (taxes included).

Carried

8. Correspondence

a) For Information Only

RESOLUTION # 230/11

Moved by: T. Fisk

Seconded by: D. Turton

THAT The Council of the Corporation of the Town of Minto accepts the correspondence as information only.

Carried

b) Correspondence Requiring Council Action

i) Corporation of the Town of Thessalon

The CAO/Clerk noted that recently there had been some media reports of solar panels in residential area. The resolution attempts to address that concern.

RESOLUTION # 231/11

Moved by: R. Faulkner

Seconded by: R. Elliott

WHEREAS in an effort to maintain the peace, quiet, dignity and desirable appearance of the municipality, the Council of the Corporation of the Town of Thessalon passed By-law Number 1774 and March 7, 2011 to amend Schedule A of By-law Number 1592, being a by-law to establish standards for the maintenance and occupancy of property in the Town of Thessalon, to include the following section:

Every person shall keep every front yard free and clear of any equipment or material relating to Renewable Energy Projects including, but not limited to, Ground and/or Pole Mounted Solar Photovoltaic (PV) Systems, Wind Facilitates or any other like equipment.

AND WHEREAS Council has received confirmation of an individuals intention to install large ground mounted solar systems on a vacant lot in a residential area in the municipality;

AND WHEREAS the Town of Thessalon has been advised by the Ministry of Municipal Affairs and Housing that the *Green Energy and Green Economy Act 2009* made amendments to *The Planning Act*, most notably the addition of a new section 62.0.2 which exempts renewable energy projects from most land use planning instruments under *The Planning Act*, including municipal official plans and zoning, site plans control, interim control and holding by-laws, thus eliminating the need for a property

owner proposing a renewable energy project to seek an official plan amendment or a change to a zoning by-law, among other matters;

AND WHEREAS Council recognizes the importance of the *Green Energy and Green Economy Act, 2009*, Council is sensitive regarding the impact such installations will have on adjacent property owners who will be in extremely close proximity to such proposed solar systems;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Thessalon hereby petitions the Government of Ontario through the Minister of Energy and Infrastructure to reconsider the provisions of the *Green Energy and Green Economy Act, 2009* and to address the provisions having regard for the negative impact created by the installation of ground mounted solar systems within residential and commercial areas in municipalities;

AND FURTHER THAT a copy of this resolution be forwarded to Premier Dalton McGuinty, Minister of Energy, Minister of Infrastructure and Hon. John Wilkinson MPP.

Carried

ii) Proposed Correction of the Drew Hamlet Boundary County Official Plan 5-Year Review Amendment (OP-2009-06)

Council reviewed the correspondence noting the boundary change was minor.

RESOLUTION # 232 /11

Moved by: T. Fisk

Seconded by: D. Turton

THAT the Town of Minto request the County of Wellington provide the Town notice of any future meetings regarding the Drew Hamlet boundary or any other meetings regarding the County Official Plan 5 year review.

Carried

9. By-laws

a) 2011-61; By-law to Set Annual Drainage Rates.

RESOLUTION # 233/11

Moved by: D. Turton

Seconded by: M. Colwell

THAT By-law 2011-61; being a By-law to Set Annual Drainage Rates; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

b) 2011-62; By-law to provide for the Acquisition of Lands and for the Disposition of Lands in the former Town of Harriston

The CAO/Clerk noted that the Ministry of Transportation has signed back the agreement to sell with an increased price since the Town does not receive a credit for road widening on the north side of Highway 9.

RESOLUTION # 234/11

Moved by: R. Faulkner

Seconded by: T. Fisk

THAT By-law 2011-62; being a By-law to provide for the Acquisition of Lands and for the Disposition of Lands in the former Town of Harriston; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

c) 2011-63; By-law to increase the Maximum borrowing for Construction of Drainage Works

RESOLUTION # 235/11

Moved by: M. Colwell

Seconded by: D. Turton

THAT By-law 2011-63; being a By-law to increase the Maximum Borrowing for Construction of Drainage Works; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

d) 2011-64; By-law Zoning Amendment, JK& S Enterprises & J&K Agro Services, Part Lot 18 Concession 5

RESOLUTION # 236/11

Moved by: R. Hembly

Seconded by: R. Elliott

THAT By-law 2011-64; being a Zoning By-law Amendment, Part Lot 18 Concession 5.; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

Mayor Bridge announced that it was the last evening Wellington Advertiser Reporter Mike Robinson would cover Minto Council meetings. He will now cover southern Wellington County. Mike announced that the reporter taking his place is Chris Stella.

10. Motion to go into Closed Session -5:53 pm

RESOLUTION #237/11

Moved by: R. Hembly

Seconded by: R. Elliott

THAT The Council of the Corporation of the Town of Minto adjourn to a meeting closed to the Public to discuss the following;

- **The security of the property of the municipality;**
- **Personal matters about an identifiable individual, including but not clearly limited to employees of the municipality;**
- **A proposed or pending acquisition or disposition of land by the municipality;**
- **Labour relations or employee negotiations.**

Carried

11. Motion to Convene into Open Session – 6:30pm

RESOLUTION #238/11

Moved by: M. Colwell

Seconded by: D. Turton

THAT the Council of the Corporation of the Town of Minto resume the Regular Council meeting.

Carried

a) Resolutions from Closed session - None

12. Confirmatory By-law

a) By-law 2011-65

RESOLUTION # 239/11

Moved by: R. Hembly

Seconded by: R. Faulkner

THAT the Council of the Corporation of the Town of Minto Confirm the Council Proceeding of the June 8, 2011 meeting; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

13. Adjournment – 6:35pm

RESOLUTION #240/11

Moved by: R. Faulkner

Seconded by: R. Elliott

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

Carried