



**Committee of the Whole
Minutes
Tuesday July 5, 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:

Gordon Duff, Treasurer/ Deputy Clerk
Terry Kuipers, Chief Building Official
Al Carr, Recreation Facilities Manager
Norm Fisk, Director of Public Services
Belinda Wick-Graham, Business & Economic Manager
Peg Schieck, Clerk's Assistant/Recording Secretary

Regrets:

Bill White, CAO/Clerk

1. Call to Order

2. Disclosure of Pecuniary Interest under the Municipal Conflict of Interest Act

3. Additions to the Agenda

4. Delegation

i) Michele Whiston & Lars Eedy 62 & 56 Elora Street, Clifford
Lars Eedy spoke on behalf of both parties. Mr. Eedy owns property at 56 Elora Street, Clifford. He advised Council that he has seen an increased amount of

flooding in his backyard since 2009. He outlined previous conversations held with members of Council and staff during his presentation. Mr. Eedy highlighted the water concerns at 62 Elora St. N. Clifford. He noted the unsuccessful attempts made by the land owners to contact the builder of the new homes at the corner of James & William Street.

Patricia Hugo-Eedy sought clarification in the timeline to deal with this issue.

Mayor Bridge thanked Mr. & Mrs. Eedy for attending the meeting and sharing their concerns regarding these two properties. He advised the property owners at 56 & 62 Elora Street that he would speak to the CAO/Clerk who would direct staff to investigate and report back at the next upcoming Council meeting.

Committees

a) Reports

i) BJ & S Enterprizes Inc. & J&K Agro-Services Inc. Agreement Report

Terry Kuipers, Chief Building Official noted that the property has conditions of severance. One condition of severance is the removal of the trailer from the property. This agreement will clear this condition of severance and lengthen the timeline of the removal of the trailer to June 2012. At which time if not removed by the owner, it will be removed by the Town at the owner's expense.

Motion: COW-028-2011

Moved by: R. Faulkner

Seconded by: D. Turton

That Council authorizes the Mayor and Clerk to sign an agreement dated June 21st, 2011 with BJ& S Enterprizes, J & K Agro Services to provide for the removal of a mobile home to fulfill condition 9 of Severance File B55/11.

Carried

ii) Planning Land Division Severance B93/11 Gerald Stroeder, Part Lot 114, Concession D, Teviotdale

RESOLUTION: 273/11

Moved by: R. Faulkner

Seconded by: T. Fisk

THAT The Council of the Corporation of the Town of Minto recommends the County of Wellington Land Division Committee approve Severance Application

B93/11, R.O.S.S Farm Services Ltd. (Gerald Stroeder) for property located at Part Lot 114, Concession D, R. P. 61R9285 (former Township of Minto) Town of Minto, municipal address 6751 Wellington Road 109, with the following conditions:

- 1. That prior to a certificate being issued all financial requirements are met to the satisfaction of the Town.**
- 2. That prior to a certificate of consent being issued, the Owner address, the requirements of the Town as far as grading, drainage and zoning.**
- 3. That Subsequent 50 (3) of the Planning Act, R.S. 1990 be applied to any subsequent conveyance or any transaction involving the identical parcel of land is the subject of this Consent.**

Carried

Councillor Hembly joined the Committee meeting at 3:15 p.m.

b) Recreation

i) Overages on Budget; re-allocation

Al Carr, Recreation Facilities Manager advised Council that due to changes in the UV filter requirements at the Palmerston splash pad, the reallocation of capital budget for enhancement would not be coming forward at this time

Council inquired to the changes in requirements for the UV filter. Carr noted that Wellington County Health Unit sets out the guidelines that are to be followed across the county.

ii) Harriston 55+ Club Report

Al Carr, Recreation Facilities Manager highlighted the Harriston 55+ Club Agreement.

Mayor Bridge noted that the agreement was a mutual arrangement

Motion: COW-029-2011

Moved by: M. Colwell

Seconded by: R. Elliott

That the Council of the Town of Minto enters into a new agreement with the Harriston 55+ Club regarding the Harriston Seniors Centre.

Carried

Motion: COW-030-2011

Moved by: D. Turton

Seconded by: R. Hembly

To waive the order of procedure and move the public works agenda item 5.c) i) further down in the agenda, as the delegation has not arrived as of yet.

Carried

c) Public Works

i) Delegation: Dave Hicknell

Dave Hicknell provided the following overview of the Inflow and Infiltration (I & I) Study. The historical and current flow data recorded at the Palmerston wastewater treatment plant (WWTP) continues to show high flow spikes, immediately following a heavy rainfall and during spring snow melts. Average daily flow volumes fluctuate with extended periods of wet weather. These spikes indicate that the inflow of surface water and infiltration from ground water are causing high flows recorded at the Palmerston WWTP.

These high flows are restricting potential development in Palmerston. Reductions of these extraneous flows are essential to sustain the future growth of Palmerston. The WWTP was replaced in 1988, however many of the main sewer lines or lateral connection are original. Over the last 30 years the Town has been working on investigations and pipe replacements repairing as budgets allow.

Removal of I & I from private dwellings has been restricted to house to house inspections. During video inspections approximately 220 service laterals need further investigation. Any repairs to date have not included any work on private property as it would impose significant costs on home owners.

The engineering firm suggests the Town bear the costs to replace private I & I. The costs associated would be less then the alternatives considered with WWTP. The costs to replace private lateral pipes and remove I & I sources at the house could possibly be recovered through development charges or through debentured sewer user fees. This work could be done over an extended period of time, starting with areas of higher leak potential (where the water table is above the sewer level). Actual costs of work done to date for inspections, repairs and estimates are enclosed in the report.

Councillor Elliott clarified the costs per homeowner.

Hicknell provided an estimation of \$3500.00 per home. He suggested funding assistance to the home owners, to replace the service laterals. To determine priority of service changes would depend on the contour plan of the high water table. Service changes wouldn't have to happen all at the same time.

Councillor Hembly noted that the main issue is that the system is over 100 years old and the fluctuation of the water table moves up and moves into the next higher location.

Mayor Bridge inquired as to whether large top flat roof tops added additional runoff.

Hicknell recommended introducing a water conservation program that would increase public awareness and educate. This would hopefully stop the inflow and infiltration from private houses. He also recommended more smoke testing, video inspection, monitoring the flows and roof drains, where they are and how they are connected?

Deputy Mayor Fisk questioned the recent changes on Toronto Street.

Hicknell noted that a non-reinforced concrete pipe had settled and cracked and repairs were needed.

Motion: COW-033-2011

Moved by: R. Hembly

Seconded by: T. Fisk

That Council receive the report for information only.

Carried

ii) 3rd Line Culvert Replacement

Norm Fisk, Director of Public Works advised Council that the Town is awaiting the MVCA to review the *Endangered Species Act* prior to the issuance of the permit.

Motion: COW-031-2011

Moved by: T. Fisk

Seconded by: R. Elliott

That Council moves forward on the project once the MVCA permit is issued.

Carried

iii) Louise and John Street, Harriston 4-way Stop Petition

Norm Fisk, Director of Public Works advised Council of the sixty-seven names on the petition to place a 4-way stop sign at Louise and John Street, Harriston. Fisk noted that this has been a long-standing issue on long weekends when the traffic is backed up from the stoplights on Elora Street North to Adelaide Street. Traffic takes side streets to speed through the Town. Fisk placed an electronic speed sign at John and Louise Street. Local residents noticed reduced speeding. Council discussed a traffic count study and the safety of local children.

Motion: COW-032-2011

Moved by: M. Colwell

Seconded by: D. Turton

That Council consider a By-law to allow a four-way stop at the intersection of Louise Street and John Street in Harriston.

Carried

iv) Coon Creek Bridge

Norm Fisk, Director of Public Works noted that the holdup on this project is the *Endangered Species Act* sign off. Fisk highlighted the rehabilitation plan of planting trees along the river bank in two separate locations. Approval and work must be completed in the water prior to September 15.

Council clarified the size and types of trees to be planted and questioned if the Town is in jeopardy of losing the funding.

Fisk advised Council that the Town has the connecting link funding until March 2015, and suggested that the Town should move forward with the tendering.

Motion: COW-034-2011

Moved by: R. Elliott

Seconded by: R. Hembly

That Council consider a report from the CAO/Clerk regarding the Coon Creek Bridge Culvert Extension dated June 27, 2011 Committee of the Whole and direct staff to proceed as outlined in the report with support from the Mayor as needed.

Carried

v) Pike Lake Side road- Verbal Report

Norm Fisk, Director of Public Works, reviewed the Pike Lake Road speed limit. Fisk noted that Warren Fink, O.P.P. is against extending the lower speed limit distance.

Inspector Smith informed Mayor Bridge that a traffic count would be a better monitoring system on the road traffic. A traffic count will be completed for five days in August. Once this is complete a report will come back to Council.

vi) Tannery Park- Verbal Report

Norm Fisk, Director of Public Works advised Council that this project is ready to go to tender. The entrance to the park has changed and will be placed in the centre, due to the sloping of the sidewalk in front of the previous entrance plans. The estimate for deck and railing is \$50,000.

Council clarified the framing structure to be used, the cost of professional fees and the name of the park. Mayor Bridge read a letter noting the history of the site from local resident Judy Tuck. Council discussed placing a plaque of recognition on-site for community groups involved and murals on neighbouring buildings.

vii) Tree Carving (Clifford) Report PW 2011-15

Norm Fisk, Director of Public Works informed Committee that due to a storm that ripped through Clifford in June there are now nine tree stumps within a block that could be carved. Fisk highlighted the Town Policy surrounding tree carving.

Mayor Bridge discussed possible economic opportunities with these trees carved in a theme. Council discussed different options and clarified that the trees were on Town property.

Fisk noted that pricing would depend on the detail of the carving.

Motion: COW-035-2011

Moved by: R. Hembly

Seconded by: D. Turton

That Committee of the Whole accept his report and staff to investigate further.

Carried

d) Fire and Emergency Measures

Chris Harrow, Minto Fire Chief encouraged everyone to purchase tickets for the Pike Lake Draw on September 3, 2011. All proceeds to benefit Minto & Mount Forest Fire Departments.

e) Finance

i) Canada-Ontario Municipal Rural Infrastructure Fund

Gordon Duff, Treasurer advised Council that the Asset Management Program provides for long term planning to manage infrastructure improvements for communities with less than 250,000 population. He also noted that this has been an on-going project for the last four years.

Motion: COW-036-2011

Moved by: R. Faulkner

Seconded by: R. Hembly

That Council authorizes the Mayor and Deputy Clerk to execute an Agreement with the Province with regards to the COMRIF-AMP program.

Carried

ii) Xplornet Agreement Report

Gordon Duff, Treasurer noted that the Town was contacted by Xplornet Communication Inc. to sign agreements to allow this company to install telecommunications equipment on the Palmerston, Harriston and Clifford water towers. These towers hold several pieces of equipment to service, radio communications emergency responders and wireless signals for Internet providers.

Motion: COW-037-2011

Moved by: T. Fisk

Seconded by: M. Colwell

That Treasurer Gordon Duff's report TD-2011-14 dated July 5th 2011 be received and that a By-law be considered.

Carried

iii) Cell Phone Policy

Deputy Mayor Fisk noted that he would have difficulty supporting this policy and that his election standing was to control spending expenditures and that he sees this as an extra.

Councillor Colwell noted that an advantage for council would be to check emails during work hours and to communicate on a timely basis.

Councillor Faulkner clarified the cost to damaged blackberry's and the replacement of them. He noted with technology changing and the impact of council-staff operations.

Councillor Elliott noted an on-going communication link to staff for meetings and cancellations.

Councillor Turton noted that it would allow for more involvement. Questioned how other municipalities handle this and how beneficial blackberry's would be to council.

Mayor Bridge highlighted that having the benefits of using the County's blackberry and that social media knowledge is the next generation. He sees it as a necessity for the positions of Mayor and Deputy Mayor.

Some municipalities use laptops although blackberry's are the least expensive way to go. A tool to keep council well informed on a quicker basis.

Motion: COW-038-2011

Moved by: R. Elliott

Seconded by: D. Turton

That Council approve the Blackberry and Cell Phone Policy

Carried

f) Building/Enforcement- None

g) Economic Development

Mayor Bridge announced that M.P.P. John Wilkinson presented the "Leading Women Building Communities" award to Belinda Wick-Graham. This award was issued by the Province of Ontario Laurel Broten, Minister Responsible for Women's Issues.

Belinda thanked Juanita Wilkins, Marg Sorenson, and Gordon Duff who nominated her for this award. She was surprised as only a few who were nominated were awarded. Belinda noted that it takes an entire community and volunteers working together to build communities.

Belinda provided an overview of the workshop that Kelly Ward, Gordon Duff, Mayor Bridge attended “Success Factors in the Rural Economy” in Milverton. Minto shared success stories from the Town.

5. Motion to Convene into Council

RESOLUTION: 274/11

Moved by: M. Colwell

Seconded by: D. Turton

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

Carried

a) Motion to ratify recommendations of committee

RESOLUTION: 275/11

Moved by: D. Turton

Seconded by: M. Colwell

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

Carried

6. Correspondence

a) For Information Only

RESOLUTION: 276/11

Moved by: T. Fisk

Seconded by: R. Faulkner

That The Council correspondence be received for information.

Carried

b) Correspondence Requiring Council Action

i) Township of Carling- Wildfires in Slave Lake

Councillor Faulkner noted that municipal emergency planning should subsidize any funding necessary.

RESOLUTION: 277/11

Moved by: M. Colwell

Seconded by: R. Faulkner

NOW THEREFORE BE IT RESOLVED THAT The Council of the Corporation of the Town of Minto support the position of the Township of North Stormont and

authorize a donation of \$100.00 to the Town of Slave Lake to help compensate them in their recent fire.

Defeated

ii) AMO Delegation Request

Treasurer Duff noted that Ministry of Environment is Minto's representative and that the Town should likely choose other ministries.

RESOLUTION: 278/11

Moved by: R. Faulkner

Seconded by: R. Elliott

That The Council of the Corporation of the Town of Minto direct staff to submit delegation requests forms for the AMO 2011 Conference to the following ministries;

- **Ministry of Municipal Housing & Affairs, re: Vacancy Rebates**
- **Ministry of Finance, re: Farmland taxation in the OMPF formula & municipal phase of gasoline tax provincial portion of HST.**

Carried

iii) Palmerston Trail Association Inc.

RESOLUTION: 279/11

Moved by: R. Elliott

Seconded by: R. Faulkner

That The Council of the Corporation of the Town of Minto supports Palmerston Trail Association Inc. to erect a sign on the east side of the entrance to the White's Junction Trail at Inkerman Street.

Carried

iv) Memorandum: KW Power Logic Solar Project

Council will tour solar projects in other municipalities on July 13th 11 a.m.

7. By-laws

a) 2011-69; Three way Stop at Queen & Walker Streets, Palmerston

RESOLUTION: 280/11

Moved by: R. Elliott

Seconded by: R. Faulkner

By-law 2011-69; being a By-law to erect a Three-way stop at the intersection of Queen Street and Walker Street, 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) 2011-70; Severance Agreement Part Lot 18, Concession 5

RESOLUTION: 281/11

Moved by: T. Fisk

Seconded by: D. Turton

By-law 2011-70; being a By-law to authorize the Mayor and Deputy Clerk to execute an Agreement between the Corporation of the Town of Minto and BJ&S Enterprises Inc. and J& K Agro-services Inc.; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

c) 2011-71; Canada-Ontario Municipal Rural Infrastructure Fund Agreement

RESOLUTION: 282/11

Moved by: M. Colwell

Seconded by: R. Faulkner

By-law 2011-71; being a By-law to authorize the Mayor and Deputy Clerk to execute an Agreement between the Corporation of the Town of Minto and Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

d) 2011-72; Xplornet Agreement, (Minto Water Towers)

RESOLUTION: 283/11

Moved by: D. Turton

Seconded by: T. Fisk

By-law 2011-72; being a By-law to authorize the Mayor and Deputy Clerk to execute an Agreement between the Corporation of the Town of Minto and Xplornet Communications Inc.; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

e) 2011-73; Harriston 55+ Club Agreement

RESOLUTION: 284/11

Moved by: T. Fisk

Seconded by: R. Faulkner

By-law 2011-73; being a By-law to authorize the Mayor and Deputy Clerk to execute an Agreement between the Corporation of the Town of Minto and Harriston 55+ Club; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

9. Confirmatory By-law

a) By-law 2011-74; To confirm the Council Proceeding of the July 5th, 2011 meeting.

RESOLUTION: 285/11

Moved by: R. Faulkner

Seconded by: R. Elliott

By-law 2011-74; to Confirm the Proceedings of Council at its Committee of the Whole meeting held on July 5, 2011; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

10. Adjournment- 5:38 p.m.

RESOLUTION: 286/11

Moved by: R. Elliott

Seconded by: R. Faulkner

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

Carried