



## **MINUTES**

**DATE:** Wednesday, March 2, 2016

**TIME:** 11:30 a.m.

The March 2, 2016 Regular Council Meeting was held on the above date and called to order at 11:30 a.m. in the Council Chambers, Aberfoyle.

### **1. ATTENDANCE:**

Mayor Dennis Lever  
Councillor Matthew Bulmer  
Councillor Susan Fielding  
Councillor Ken Roth  
Councillor Wayne Stokley

### **STAFF IN ATTENDANCE:**

1. Karen Landry, CAO/Clerk
2. Donna Tremblay, Deputy Clerk
3. Paul Creamer, Director of Finance/Treasurer
4. Robert Kelly, Chief Building Official
5. Steve Goode, Fire Chief
6. Jason Benn, Fire Prevention Officer
7. Marissa Herner, Communications Associate

### **OTHERS IN ATTENDANCE**

1. Kevin Johnson
2. Aldo Salis
3. Doug Smith

### **2. DISCLOSURE OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF:**

None.

### **3. ADOPTION OF THE MINUTES:**

- (a) Council Meeting – February 17, 2016, as amended
- (b) Closed Council Meeting – February 17, 2016

Karen Landry, CAO/Clerk advised that Resolution No. 2016-077 incorrectly referenced that the sound study results were being referred to the ORCP Ad-hoc Committee and has now been corrected.

**Resolution No. 2016-086:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That the minutes of the following meetings be adopted as written and distributed:

- (a) Council Meeting – February 17, 2016, as amended
- (b) Closed Council Meeting – February 17, 2016

**CARRIED**

### **4. BUSINESS ARISING OUT OF THE MINUTES:**

None.



**5. PUBLIC MEETINGS:**

- 1. Rezoning Application File D14/NOO – Todd Noonan and Debbie McIntosh, Concession 1, Part Lot 6, municipally known as 6620 Concession 1.**

**\*note this Public meeting will be held on Thursday, March 3, 2016 at 7:00 p.m. at the Municipal Complex – 7404 Wellington Rd. 34**

- (a) Notice of Complete Application & Notice of Public Meeting – Rezoning Application File D14/NOO – Todd Noonan and Debbie McIntosh, Concession 1, Part Lot 6, municipally known as 6620 Concession 1.
- (b) Report PD-2016-007 – Information Report – Rezoning Application File D14/NOO – Todd Noonan and Debbie McIntosh, Concession 1, Part Lot 6, municipally known as 6620 Concession 1.

- 2. Rezoning Application File D14/COL – Brad Coles, Concession 10, Part Lot 8, municipally known as 6691 Ellis Road.**

**\*note this Public meeting will be held on Thursday, March 3, 2016 at 7:15 p.m. at the Municipal Complex – 7404 Wellington Rd. 34**

- (a) Notice of Public Meeting – Rezoning Application File D14/COL – Brad Coles, Concession 10, Part Lot 8, municipally known as 6691 Ellis Road.
- (b) Report PD-2016-008 – Information Report – Rezoning Application File D14/COL – Brad Coles, Concession 10, Part Lot 8, municipally known as 6691 Ellis Road.

- 3. Calfass Road Construction between Highway 6 and Victoria Street**

**\*note this Public Open House will be held on Thursday, April 7, 2016 at 7:00 p.m. at the Municipal Complex – 7404 Wellington Rd. 34**

- (a) Notice of Open House

**6. COMMUNICATIONS:**

- 1. Mill Creek Pit  
Licence No. 5738  
7115 Concession 2**

- (a) Correspondence from Dufferin Aggregates regarding Monthly Monitoring Report, Mill Creek Pit, License No. 5738, Township of Puslinch, Wellington County (January 2016) dated February 10, 2016.

**Mr. Stan Denhoed, Harden Environmental Services Ltd. has advised that all monitors and ponds were frozen and no water levels were obtained. There are no comments at this point.**



## 2. Request to Waiver Fees – Outdoor Marquee Sign

- (a) Correspondence from Life Donation Awareness Association regarding Be A Donor Month dated February 16, 2016.

Mayor Lever requested that Staff look into and report back to council on setting a portion of time for community announcement on the electronic sign

**Resolution No. 2016-087:** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Council receive the correspondence from Life Donation Awareness Association regarding be a Donor Month dated February 16, 2016; and

That Council approve the usage of the Outdoor Marquee Sign for the Be A Donor Campaign, and

That Council approve the waiving of the fees associated with the rental of the Township's Outdoor Marquee Sign in the amount of \$284.76 (\$252.00 + \$32.76), representing 4 lines per week for 4 weeks; and

That staff advise the Life Donation Awareness Association that there request has been approved.

**CARRIED**

## 3. Morriston Highway 6 – Bypass

- (a) Correspondence from The Honourable Mr. Ted Arnott, MPP, Wellington-Halton Hills regarding the Highway 6 Morriston Bypass dated February 4, 2016.
- (b) Correspondence from Morriston Bypass Coalition regarding funding of the Morriston Bypass Highway Infrastructure Project in 2016.

## 4. Niska Road Improvements

- (a) Correspondence from R.J. Burnside regarding Notice of Completion Niska Road Improvements Schedule C Environmental Assessment Study dated February 11, 2016.
- (b) Notice of Study Completion Municipal Class Environmental Assessment Schedule C Environmental Study – Niska Road Improvements From City Limits at the Speed River to the Downey Road Intersection.

Councillor Stokley inquired as to whether Council's comments and/or questions have been provided to the City of Guelph with respect to the project.

Karen Landry, CAO/Clerk advised that she believed that the City of Guelph had responded to the Township's inquiries and would locate and recirculate their response.

Council inquired of staff as to whether discussions have taken place with the City of Guelph regarding any additional costs to the Township.

Don Creed, Director of Public Works and Parks advised that discussions will take place with the City of Guelph once the EA process has been complete and the City has moved forward with the design phase.



**5. Request for Civic Address Change – 44 Fox Run Drive**

- (a) Correspondence from Diane Zadro, Timberworx regarding request for civic address change dated February 23, 2016.

**Resolution No. 2016-088**

Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council receive the correspondence from Diane Zadro, Timberworx regarding a request for civic address change dated February 23, 2016; and

That the matter be referred to staff for a report on the applicable policies and practices to be considered when evaluating this request.

**CARRIED**

**6. Intergovernmental Affairs#**

- (a) Various correspondence for review.

**Resolution No. 2016-089:**

Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That the correspondence items listed on the Council Agenda for February 3, 2016 Council meeting be received; including the correspondence submitted on February 3, 2016 from S. Lindsay Taylor, Lead Pastor regarding 599 Arkell Rd.

**CARRIED**

**7. DELEGATIONS/PRESENTATIONS**

None.

**8. REPORTS:**

**1. Puslinch Fire and Rescue Services**

- (a) Puslinch Fire and Rescue Services Monthly Report – January, 2016

**Resolution No. 2016-090**

Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council receive the Puslinch Fire and Rescue Services Response Report for January, 2016.

**CARRIED**

**2. Finance Department**

- (a) BMA Management Consulting Inc. – 2015 Municipal Study.

Councillor Bulmer inquired as to whether there was information available with respect to comparator populations with Puslinch.

Mayor Lever advised that he has obtained this information and is able to circulate this information to Council.





(b) Report FIN-2016-03 – 2016 Remuneration By-laws.≠

**Resolution No. 2016-091:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Report FIN-2016-03 regarding 2016 Remuneration By-laws be received; and

That Council enact a By-law to establish the rates of remuneration to Staff as outlined in Attachment 1 to Report FIN-2016-03; and

That Council enact a By-law to establish the rates of remuneration to members of Council, Committees and other Appointments as outlined in Attachment 2 to Report FIN-2016-03.

**A recorded vote was requested.**

<u>Recorded Vote</u>	Yes	No	Conflict	Absent
Councillor Bulmer	√			
Councillor Roth	√			
Mayor Lever	√			
Councillor Stokley	√			
Councillor Fielding	√			
<b>Total:</b>	<b>5</b>	<b>0</b>		

**CARRIED**

**3. Administration Department**

(a) Report ADM-2016-004 – Township of Puslinch Website Content and Third Party Representation Review≠

**Resolution No. 2016-092:** Moved by Councillor Fielding and  
Seconded by Councillor Bulmer

That Report ADM-2016-004 regarding the Township of Puslinch Website Content and Third-Party Representation Review be received; and

That Council directs staff to prepare and present to Council a Website Policy; and

That Council directs staff to remove the existing content with respect to online news information sources.

**CARRIED**

**4. Planning and Building Department**

(a) County of Wellington Memorandum from Aldo Salis, Manager of Development Planning regarding A Review of the Application of Site Plan Control in Agricultural Areas dated January 7, 2016.≠

**Resolution No. 2016-093** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That Council receive the County of Wellington Memorandum from Aldo Salis, Manager of Development Planning regarding A Review of the Application of Site Plan Control in Agricultural Areas dated January 7, 2016.

**CARRIED**



**5. Roads & Parks Department**

- (a) Parking on Gore Road – Fletcher Creek Ecological Preserve – Correspondence from Gord Costie, Director, Conservation Area Services, Hamilton Conservation Authority. #

Councillor Fielding advised that she would speak with Gord Costie, Director, Conservation Area Services with respect to whether the Hamilton Conservation Authority would consider increasing the size of the driveway to allow for access and parking.

**Resolution No. 2016-094**

Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council receive the correspondence from Gord Costie, Director, Conservation Area Services, Hamilton Conservation Authority regarding Parking on Gore Road – Fletcher Creek Ecological Preserve dated November 9, 2015.

**CARRIED**

**6. Recreation Department**

- (a) Report REC-2016-003 - Agreement with YMCA-YWCA of Guelph– 2016 Summer Camp #

**Resolution No. 2016-095**

Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Report REC–2016–003 regarding the Agreement with YMCA-YWCA of Guelph – Summer Camp be received; and

That Council enact a by-law to authorize the Mayor and Clerk to execute the Agreement with YMCA-YWCA of Guelph with respect to the 2016 Summer Camp.

**CARRIED**

- (b) Report REC-2016-004 - Monteith Brown Planning Consultants - Puslinch Community Centre Parks Master Plan (Phase 1) #

Council requested that staff provide a copy of the Report REC-2016-004 to the various recreation groups for their review and comments.

Council requested that the Puslinch Community Centre Parks Master Plan report be referred to the Recreation Committee to report back to Council on recommendations with respect to the consultant's recommendations in the report.

**Resolution No. 2016-096**

Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That Report REC-2016-004 regarding the Monteith Brown Planning Consultants – Puslinch Community Centre Parks Master Plan (Phase 1) Report be received.

**CARRIED**

**7. Mayor's Updates**

None.



9. **NOTICE OF MOTION:**

None.

10. **COMMITTEE MINUTES**

(a) Recreation Committee – January 19, 2016

**Resolution No. 2016-097:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council hereby receives the following minutes as information:

(a) Recreation Committee – January 19, 2016.

**CARRIED**

11. **MUNICIPAL ANNOUNCEMENTS**

**OGRA/ROMA Combined Conference – February 21<sup>st</sup> to 24, 2016**

Councillor Fielding advised that it was an excellent well attended conference. Councillor Fielding attended an interesting sessions regarding community hubs, she also attended both the Premier's session and Ministers Forum which were both interesting.

Councillor Bulmer advised that he attended many interesting workshops including rural municipal leadership: succession planning which included information regarding how to engage the next generation to become involved in municipal politics. Councillor Bulmer advised that he also attended sessions regarding first responders and how municipalities can make the most of the capacity of a full-time department and a session regarding economic development.

Mayor Lever advised that he attended a number of sessions including a presentation from EKO research on What is the Municipal Value Proposition; a presentation from Fred Dean and Nigel Bellchamber on Making the most of your term on Council; a presentation regarding Presenting Asset Management to Council and a presentation regarding Votersavvy which included a video on the campaign on increasing the youth vote in Guelph. Mayor Lever also attended the Minister's Forum

**Delegation with The Honourable Minister Steven Del Duca**

Mayor Lever advised that along with Councillors Bulmer, Fielding and Ted Arnott, Wellington-Halton Hills MPP they attended a delegation with the Minister of Transportation Honourable Steven Del Duca on Sunday, February 21<sup>st</sup>. Mayor Lever advised that the meeting was upbeat the group expressed hopes that the Highway 6 by-pass project would be included in the 5 year plan but the Minister did not make any commitments.

**TAPMO Meeting**

Mayor Lever advised that the TAPMO meeting which was held on Sunday, February 21, 2016 was well attended.

**Bio-Enterprise Corporation**

Mayor Lever advised that he attended an event on March 1, 2016 with Lloyd Longfield, Member of Parliament for Guelph in attendance to announce the launch of the Bioenterprise Seed Funding Program to support the growth and expansion of start-ups and small-medium-sized enterprises (SMEs) in the agricultural technology sector within Southern Ontario. The program is supported by FedDev Ontario and is delivered in partnership with Innovation Guelph.





## Royal Canin

Mayor Lever advised that he has received an inquiry as to Council members interest in attending a tour of the facility. All Councillors indicated that they would be interested in a tour of the facility and Mayor Lever advised that he would advise of Council interest in the tour.

## 12. UNFINISHED BUSINESS

None.

## 13. CLOSED MEETING

**Council was in closed session from 11:34 a.m. to 12:14 p.m.**

**Council recessed from 12:15 p.m. to 1:00 p.m.**

- (a) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advise that is subject to solicitor client privilege, including communications necessary for that purpose– Aggregate Assessment Appeals - Minutes of Settlement.
- (b) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding personal matters about an identifiable individual, including municipal or local board employees and advice that is subject to solicitor client privilege, including communications necessary for that purpose – employee matter.
- (c) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding personal matters about an identifiable individual, including municipal or local board employees – employee matter
- (d) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding personal matters about an identifiable individual, including municipal or local board and labour relations and employee negotiations– Deputy Fire Chief - recruitment .
- (e) Confidential Verbal Report from Karen Landry regarding litigation or potential litigation, advice that is subject to solicitor- client privilege, including communications necessary for that purpose and a proposed or pending acquisition or disposition of land by the municipality or local board - Sale of Property – Plan 386
- (f) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding personal matters about an identifiable individual, including municipal or local board employees – employee matter

**Resolution No. 2016-098** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Council shall go into closed session under Section 239 of the Municipal Act for the purpose of:

- (a) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advise that is subject to solicitor client privilege, including communications necessary for that purpose– Aggregate Assessment Appeals - Minutes of Settlement.





- (b) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding personal matters about an identifiable individual, including municipal or local board employees and advice that is subject to solicitor client privilege, including communications necessary for that purpose – employee matter.
- (c) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding personal matters about an identifiable individual, including municipal or local board employees – employee matter
- (d) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding personal matters about an identifiable individual, including municipal or local board and labour relations and employee negotiations– Deputy Fire Chief - recruitment.
- (e) Confidential Verbal Report from Karen Landry regarding litigation or potential litigation, advice that is subject to solicitor- client privilege, including communications necessary for that purpose and a proposed or pending acquisition or disposition of land by the municipality or local board - Sale of Property – Plan 386
- (f) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding personal matters about an identifiable individual, including municipal or local board employees – employee matter

**CARRIED**

**Resolution No. 2016-099** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council move into open session.

**CARRIED**

- (a) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advise that is subject to solicitor client privilege, including communications necessary for that purpose– Aggregate Assessment Appeals - Minutes of Settlement.

**Resolution No. 2016-100** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That Council receive the Confidential Verbal Report from Karen Landry, CAO/Clerk regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advise that is subject to solicitor client privilege, including communications necessary for that purpose– Aggregate Assessment Appeals - Minutes of Settlement; and

That the Mayor and Clerk be authorized to execute Minutes of Settlement for the following roll numbers:

2301 000 001 01650  
2301 000 001 04300  
2301 000 001 06600  
2301 000 004 12000  
2301 000 004 12100  
2301 000 004 12600  
2301 000 004 13000  
2301 000 006 20500

**CARRIED**



- (b) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding personal matters about an identifiable individual, including municipal or local board employees and advice that is subject to solicitor client privilege, including communications necessary for that purpose – employee matter.

**Resolution No. 2016-101** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council receive the Confidential Verbal Report from Karen Landry, CAO/Clerk regarding personal matters about an identifiable individual, including municipal or local board employees and advice that is subject to solicitor client privilege, including communications necessary for that purpose – employee matter; and

That staff proceed as directed.

**CARRIED**

- (c) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding personal matters about an identifiable individual, including municipal or local board employees – employee matter

**Resolution No. 2016-102** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Council receive the Confidential Verbal Report from Karen Landry, CAO/Clerk regarding personal matters about an identifiable individual, including municipal or local board employees – employee matter.

**CARRIED**

- (d) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding personal matters about an identifiable individual, including municipal or local board and labour relations and employee negotiations– Deputy Fire Chief – recruitment.

**Resolution No. 2016-103** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council receive the Confidential Verbal Report from Karen Landry, CAO/Clerk regarding personal matters about an identifiable individual, including municipal or local board and labour relations and employee negotiations– Deputy Fire Chief - recruitment.

**CARRIED**

- (e) Confidential Verbal Report from Karen Landry regarding litigation or potential litigation, advice that is subject to solicitor- client privilege, including communications necessary for that purpose and a proposed or pending acquisition or disposition of land by the municipality or local board - Sale of Property – Plan 386

**Resolution No. 2016-104** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That Council receive the Confidential Verbal Report from Karen Landry regarding litigation or potential litigation, advice that is subject to solicitor- client privilege, including communications necessary for that purpose and a proposed or pending acquisition or disposition of land by the municipality or local board - Sale of Property – Plan 386.

**CARRIED**



- (f) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding personal matters about an identifiable individual, including municipal or local board employees – employee matter

**Resolution No. 2016-105** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council receive the Confidential Verbal Report from Karen Landry, CAO/Clerk regarding personal matters about an identifiable individual, including municipal or local board employees – employee matter.

**CARRIED**

**14. BY-LAWS:**

- (a) A by-law to to establish the rates of remuneration for Staff of the Corporation of the Township of Puslinch (“Township”) and to repeal By-law No. 21/15. (Resolution No. 2016-059)
- (b) A by-law to establish the remuneration payable to Council, Committees, and other Appointments of the Corporation of the Township of Puslinch (“Township) and repeal By-law No. 22/15. (Resolution No. 2016-059)

**Resolution 2016-106:** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That the following By-laws be taken as read three times and finally passed in open Council:

- (a) By-Law **013/16** being a by-law to establish the rates of remuneration for Staff of the Corporation of the Township of Puslinch (“Township”) and to repeal By-law No. 21/15.
- (b) By-Law **014/16** being a by-law to establish the remuneration payable to Council, Committees, and other Appointments of the Corporation of the Township of Puslinch (“Township) and repeal By-law No. 22/15.

**A recorded vote was requested.**

<b>Recorded Vote</b>	<b>Yes</b>	<b>No</b>	<b>Conf ict</b>	<b>Absent</b>
<b>Councillor Bulmer</b>	√			
<b>Councillor Roth</b>	√			
<b>Mayor Lever</b>	√			
<b>Councillor Stokley</b>	√			
<b>Councillor Fielding</b>	√			
<b>Total:</b>	<b>5</b>	<b>0</b>		

**CARRIED**

**15. CONFIRMING BY-LAW**

- (a) By-Law to confirm the proceedings of Council for the Corporation of the Township of Puslinch



**Resolution 2016-106** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That the following By-law be taken as read three times and finally passed in open Council:

(a) By-Law **015/16** being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 2nd day of March, 2016.


**CARRIED**


16. **ADJOURNMENT:**

**Resolution No. 2016-107:** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Council hereby adjourns at 3:05 p.m.

**CARRIED**

  
\_\_\_\_\_  
Dennis Lever, Mayor

  
\_\_\_\_\_  
Karen Landry, CAO/Clerk